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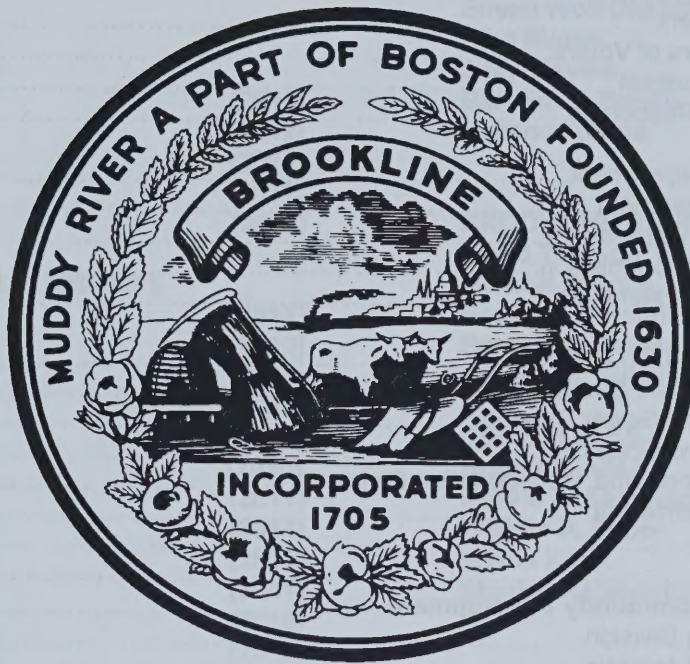
Town of Brookline



2009 Annual Report

Brookline Bikes Beacon Bicycle Parade
Photo provided by Megan Schlesinger
mcorwingreyphotography@yahoo.com

TOWN OF BROOKLINE MASSACHUSETTS



304th Annual Report of the
Town Officers of Brookline
for the year ending December 31, 2009

www.brooklinema.gov

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TOWN OFFICERS for the Municipal Year 2009

Elected Town Offices and Committees

MODERATOR

Edward (Sandy) Gadsby (2012)

TOWN CLERK

Patrick J. Ward (2012)

BOARD OF SELECTMEN

Nancy A. Daly, Chair (2011)

Betsy DeWitt (2012)

Jesse Mermell (2010)

Richard W. Benka (2011)

Kenneth M. Goldstein (2012)

TRUSTEES OF THE PUBLIC LIBRARY

Carol Axelrod, Chair (2012)

Michael A. Burstein (2010)

Vivien E. Goldman (2012)

Regina Healy (2012)

Gary Jones (2011)

Carol H. Kopelman (2010)

Karen Livingston (2011)

Jon Margolis (2011)

Edith W. Sperber (2012)

Mary T. Sullivan (2011)

Judith Vanderkay (2010)

Roberta Winitzer (2010)

SCHOOL COMMITTEE

Henry B. Warren, Chair (2010)

Helen Charlupski (2010)

Elizabeth Childs (2012)

Glenn Alan Cunha (2011)

Susan Wolf Ditkoff (2010)

Alan Morse (2011)

Judy Meyers, (2012)

Barbara C. Scotto (2012)

Rebecca Stone (2011)

BROOKLINE HOUSING AUTHORITY

David Trietsch, Chair (2013)

Michael Jacobs, Vice Chair (2011)

Roxanne Berman (2011)

Barbara B. Dugan (2010)

Joanne M. Sullivan (2014)

CONSTABLES

Robert L. Allen (2010)

Marvin A. Feinman (2010)

William A. Figler (2010)

Myrna Kahn (2010)

Stanley Rabinovitz (2010)

Appointed by Moderator

ADVISORY COMMITTEE

Harry Bohrs, Chair (2010)

Neil Wishinsky (2010)

Charles Baker (2011)

Carla Wyman Benka (2010)

Michael Berger (2011)

Edith R. Brickman (2010)

Lee L. Selwyn (2011)

Benjamin J. Franco (2010)

Sytske V. Humphrey (2011)

Janice S. Kahn (2011)

Estelle Katz (2012)

Bobbie M. Knable (2012)

Frederick S. Lebow (2012)

Fred Levitan (2010)

Pamela Lodish (2011)

Sean M. Lynn-Jones (2010)

Sharri Mittel (2012)

Michael Oates (2010)

ADVISORY COMMITTEE CONT'D

Roberta Ornstein (2010)

William B. Powell (2012)

Francis G. Caro (2010)

Lori Salkin (2010)

Kenneth W. Chin (2011)

Stanley L. Spiegel (2010)

Nancy Heller (2011)

Michael S. Traister (2011)

Leonard A. Weiss (2011)

Karen Wenc (2012)

Christine M. Westphal (2012)

Wendy Pray, Budget Analyst

Appointed by Moderator cont'd

COMMITTEE ON TOWN

ORGANIZATION AND STRUCTURE

Jean D. Berg, Chair (2011)
Donna Kalikow (2011)
Richard T. Leary (2010)
Michael Robbins (2010)
Martin R. Rosenthal (2012)
Robert I. Sperber (2012)
Robert M. Stein (2010)

COMMITTEE ON CAMPAIGNS

Christine Desan (2010)
Frank Farlow (2012)
Linda Golburgh (Town Clerk
Designee-No Expiration
Gary Jones (2011)
Lois Martin (2010)
Barbara Pasten (2012)
Joel Shoner (2011)

Senior Manager Appointments

BOARD OF SELECTMEN'S OFFICE

Richard J. Kelliher, Town Administrator
Sean Cronin, Deputy Town Administrator
Melissa Goff, Assistant Town Administrator

BUILDING DEPARTMENT

Michael Shepard, Commissioner
Charles Simmons, Director of Public Buildings
Tony Guigli, Building Project Administrator

COUNCIL ON AGING

Ruthann Dobek, Director

FINANCE DEPARTMENT

Stephen E. Cirillo, Director of Finance/
Treasurer/Collector
David Geanakakis, Chief Procurement Officer
Judith A. Haupin, Comptroller
Gary McCabe, Chief Assessor

TOWN LIBRARIAN

James C. Flaherty

PLANNING AND COMMUNITY DEVELOPMENT

Jeff Levine, Director
Joseph Viola, Assistant Director
Kara Brewton, Economic Development Officer

POLICE CHIEF

Daniel C. O'Leary

PUBLIC WORKS DEPARTMENT

A. Thomas DeMaio, Commissioner
Andrew Pappastergion, Deputy
Commissioner/Director of Water and Sewer
Peter Ditto, Director of Engineering/Transportation
Erin Chute Gallentine, Director of Parks and Open Space
Kevin Johnson, Director of Highway

INFORMATION TECHNOLOGY

Kevin Stokes, Chief Information Officer

FIRE CHIEF

Peter Skerry

HEALTH AND HUMAN SERVICES

Dr. Alan Balsam, Director

HUMAN RELATIONS/YOUTH RESOURCES

C. Stephen Bressler, Director

HUMAN RESOURCES

Sandra DeBow, Director

RECREATION

Lisa Paradis, Director

SUPERINTENDENT OF SCHOOLS

William H. Lupini

TOWN COUNSEL'S OFFICE

Jennifer Dopazo, Town Counsel
John Buchheit, Assoc. Town Counsel
Patricia Correa, Assoc. Town Counsel
Joslin Ham-Murphy, Assoc. Town Counsel

VETERANS' SERVICES

William McGroarty, Director

Boards and Commissions Appointed by the Selectmen

ADVISORY COUNCIL ON PUBLIC HEALTH

Dr. Bruce Cohen, Chair	(2010)
Roberta Gianfortoni	(2012)
Milly Krakow	(2012)
Cheryl Lefman	(2010)
Patricia Maher	(2011)
Anthony Schlaff	(2011)

BOARD OF APPEALS

Enid Starr	(2010)
Jesse Geller	(2012)
Robert DeVries	(2011)

ASSOCIATE MEMBERS

Jonathan Book	(2010)
Christopher Hussey	(2012)
Lisa Serafin	(2012)
Anna Christina Wolfe	(2011)
Mark Zuroff	(2011)

BOARD OF ASSESSORS

Gary McCabe, Chair	(2010)
Mark J. Mazur	(2012)
Harold Petersen	(2011)

BOARD OF EXAMINERS

Barnett Berliner	(2011)
Fred Lebow	(2012)
VACANCY	(2010)

BROADBAND MONITORING COMMITTEE

Francine Berger, Chair
Michael Newman
Al Pisano
Michael S. Selib

BROOKLINE ACCESS TELEVISION

William Slotnick, Chair	(2011)
Gretchen Bostrom	(2010)
Leor Brenman	(2009)
Albert Davis	(2011)
Andrew M. Fischer	(2011)
Mary Hoffe	(2009)
Peter Miller	(2011)

BROOKLINE COMMISSION FOR THE ARTS

Gavin Andrews, Co-Chair	(2010)
Joanne Lukitsh, Co-Chair	(2012)
Jack Curtis	(2012)
Rory Dela Paz	(2010)
Katherine Ewen	(2010)
Jennifer Green	(2012)
Jeanette L. Gullemin	(2010)
Gillian Jackson Willis	(2012)
Katherine Lapuh	(2010)
Joseph McGonegal	(2012)
Zina Schiff	(2011)

BROOKLINE COMMISSION FOR THE ARTS cont'd

Libby Smith	(2011)
Jane Stanhope	(2010)
Brenda Sullivan	(2010)
Marie Wilson	(2010)

BROOKLINE COMMISSION FOR WOMEN

Casey Hatchett, Chair	(2010)
Sharman Andersen	(2012)
Merry Arnold	(2010)
Chris Chanyasulkit	(2012)
Debbie Howerton	(2012)
Kitty Kaufman	(2011)
Alberta Grossman Lipson	(2012)
Sandra Lundy	(2011)
Noreen Maddox	(2011)
Susan Ross	(2010)
Dr. Gloria Rudisch	(2010)

BUILDING COMMISSION

Janet Fierman, Chair	(2012)
George Cha	(2012)
George Cole	(2010)
Kenneth Kaplan	(2010)
David Pollack	(2011)

CELEBRATIONS COMMITTEE

Michael W. Merrill, Co-Chair
Robert Allen, Co-Chair+
Marge Amster
Annmarie Cedrone
Polly Cornblath
A. Thomas DeMaio
Peter Ditto
Eli Gorock
Kelly Hardebeck
William McGroarty
Rita McNally
Chou Chou Merrill
Betty Moylan
Lisa Paradis
Captain John O'Leary
Captain Michael O'Reilly
William Riley
Melvin Ritter
Michael Shepard
Manika Srivastav
Herbert Taymor
Ben Vivanti
Joseph Walsh
Yvette Yelardy

COMMISSION FOR THE DISABLED

Eileen Connell Berger, Chair	(2009)
Richard W. Benka (Selectman)	(2011)
Keith Duclos	(2009)

COMMISSION FOR THE DISABLED cont'd

James Miczek (2008)
James Peters (2008)
Melvin Ritter (2009)

CONSERVATION COMMISSION

Randolph Miekjohn, Chair (2010)
Kate Bowditch (2012)
Gail McClelland Fenton (2010)
Matthew Garvey (2011)
Werner Lohe (2011)
Marcus Quigley (2012)
Roberta Schnoor (2012)

ASSOCIATE MEMBERS

Marian Lazar
Pamela Harvey

COUNCIL ON AGING

Agnes Rogers, Chair (2012)
Miriam Sargon, Vice-Chair (2011)
Eleanor Bart (2011)
Deborah Brass (2010)
Gertrude Cohen (2012)
Irvin Finn (2010)
Elizabeth Kirsten (2012)
Jean Kramer (2010)
Shirley Radlo (2010)
Anatoly Rakin (2010)
Evelyn Roll (2011)
Dorothy Wolfson (2012)
William Wong (2011)

ASSOCIATE MEMBERS

Peter Ames (2011)
Doris Toby Axelrod (2011)
Ruth Golden (2010)
Lillian Christmas (2010)
Phillip Fullerton (2011)
Mary Lee Hood (2010)
Marjorie Diana Harvey (2012)
Jean Kramer (2011)
Celia Lascarides (2010)
Helen Lew (2011)
Jean O'Rourke (2012)
Jacob Shafran (2010)
Muriel Stark (2012)
Roberta Winitzer (2012)

ECONOMIC DEVELOPMENT ADVISORY BOARD

Robert I. Sperber, Co-Chair (2010)
Anne Meyers, Co-Chair (2012)
Susan Houston (2012)
Kenneth Lewis (2010)
Thomas Nally (2010)
Hema Narayanan (2011)
David Noe (2011)
Peter Norstrand (2011)

ECONOMIC DEVELOPMENT ADVISORY

BOARD cont'd

Alden Raine (2012)
Paul Saner (2010)
Donald A. Warner, AIA (2010)
Harold Simansky (2012)

HOUSING ADVISORY BOARD

Roger Blood, Chair (2012)
Rufus Phyllis (2011)
Dan Rosen (2011)
Kathy Spiegelman (2010)
Steven Heiken - Planning Board Rep.
Michael Jacobs - Housing Authority Rep.
Rita McNally - Tenant Rep. (2011)

HUMAN RELATIONS/YOUTH RESOURCES COMMISSION

Dr. Edward Wang, Co-Chair (2011)
Marc Jones Co-Chair (2009)
Sandra Bakalar (2011)
Laurie B. Dopkins (2011)
Karen Fischer (2009)
David Tappan Heist (2011)
Captain Thomas Keaveney (2012)
Rita McNally (2010)
Kay O'Halloran (2010)
Donelle O'Neil Sr. (2010)
Larry Onie (2011)
Agnes Rogers (2011)
Enid Shapiro (2009)
Lena Wong (2010)

ASSOCIATE MEMBERS

Paula Schneider (2010)
Doreen Wilkinson (2011)

HUMAN RESOURCES BOARD

Kenneth V. Kurnos, Chair (2011)
Brooke Varney Cardarella (2012)
Edward DeAngelo (2010)
Gerald Raphael (2010)
Jacqueline J. Young (2012)

INFORMATION TECHNOLOGY ADVISORY COMMITTEE

Susan Goldberg (2011)
Stephanie Leung (2010)
Ariel Soiffer (2010)
Tom Wolf (2010)
Steven Zabak (2011)

PARK AND RECREATION COMMISSION

John Bain, Chair (2010)
Clara Batchelor (2011)
Antonia Bellalta (2012)
James K. Carroll (2012)
Daniel Lyons (2011)
Nancy Madden (2010)
Nancy O'Connor (2011)

PLANNING BOARD

Mark J. Zarrillo , Chair	(2012)
Linda Hamlin	(2013)
Stephen Heikin	(2010)
Jerry I. Kampler	(2011)
Steve Kaness	(2014)
Jonathan Simpson	(2014)

PRESERVATION COMMISSION

James Batchelor, Chair	(2011)
Elton Elperin	(2011)
Ashling Fingleton	(2012)
Dr. Gary Gross	(2010)
David King	(2010)
Linda Leary	(2012)
Judith Selwyn	(2012)

ALTERNATE MEMBERS:

Paul Bell	(2011)
Bruce Cohen	(2010)
Wendy Ecker	(2010)
Rosemary Battles Foy	(2012)

REGISTRARS OF VOTERS

Linda Golburgh	(2009)
Andrew J. McIlwraith	(2010)
Victoria Whitney	(2011)
Patrick J. Ward, Ex Officio	

RETIREMENT BOARD

Gary Altman, Chair	(2012)
James Riley	(2011)
Stephen E. Cirillo	(2012)
Robert Ward	(2011)
Judith Haupin - Ex-Officio	

SOLID WASTE ADVISORY COMMITTEE

Adam Mitchell, Chair	(2010)
Danielle J. Chaplick	(2211)
John Dempsey	(2011)
Barbara Field	(2010)
Steven Ross	(2211)
Cynthia Snow	(2010)

TRANSPORTATION BOARD

Michael Sandman, Chair	(2012)
Gustaaf Driessen	(2010)
Brian Kane	(2011)
Josh Safer	(2011)
William Schwartz	(2012)
Pamela Zelnick	(2010)

TREE PLANTING COMMITTEE

Hugh Mattison, Chair	(2012)
Susan Adams	(2010)
Marjorie Greville	(2011)

TRUSTEES OF WALNUT HILL CEMETERY

Abbe Cohen, Chair	(2011)
Katharine Begien	(2011)
Mary Harris	(2012)
Donalda Hingston	(2010)
Joslin Ham Murphy	(2010)
Patricia Ostrander	(2012)

NAMING COMMITTEE

Fred Lebow, Chair	(2011)
John Bain	(2012)
Carla Benka	(2011)
Helen Charlupski	(2012)
Wendy Ecker	(2010)
Harry Friedman (Alternate)	(2012)

Miscellaneous Appointments

AGENT FOR MANAGEMENT OF REAL ESTATE

Susan Abdou

INSPECTOR OF WIRES

Theodore Steverman

CIVIL DEFENSE DIRECTOR

Peter Skerry

KEEPER OF THE LOCK-UP

Daniel C. O'Leary

FENCE VIEWER

Peter Ditto

**LOCAL MOTH SUPERINTENDENT OF
INSECT PEST CONTROL**

A. Thomas DeMaio

INSPECTOR OF ANIMALS

Robin Magner
Patrick Maloney

RIGHT TO KNOW COORDINATOR

Sandra DeBow

INSPECTOR OF PETROLEUM

Peter Skerry

MEASURERS OF WOOD AND BARK

William McGroarty
George Carroll

**BOARDS/COMMISSIONS APPOINTED
BY THE BOARD OF SELECTMEN**

Planning/ Development	Administration and Finance	Public Works	Cultural/ Leisure Services	Human Services
Board of Appeals	Board of Assessors	Conservation Commission	Broadband Monitoring Committee	Advisory Council on Public Health
Board of Examiners	Human Resources Board	Solid Waste Advisory Committee	Brookline Access Television	Commission for the Disabled
Building Commission	Registrars of Voters	Transportation Board	Celebrations Committee	Commission for Women
Economic Development Advisory Board	Retirement Board	Tree Planting Committee	Brookline Commission for the Arts	Council on Aging
Housing Advisory Board	Information Technology Advisory Committee	Trustees of Walnut Hills Cemetery	Park and Recreation Commission	Holocaust Memorial Committee
Planning Board	Brookline Naming Committee			Human Relations/ Youth Resources
Preservation Commission				

BOARD OF SELECTMEN ANNUAL REPORT



(L-R) Selectmen Betsy Dewitt, Chairman Nancy Daly, Town Administrator Richard Kelliher, Selectmen Jesse Mermell, Selectmen Richard Benka, and Selectmen Kenneth Goldstein

Indicative of the recent budgetary challenges facing the Town, the Board of Selectmen had to call four Town Meetings in the span of just nine months starting with the May 2009 Annual Town Meeting. Not only was the regular Fall Town Meeting convened, but two additional Special sessions were also called – one on August 26, 2009 for adopting newly enacted local option taxes and the other on January 21, 2010 for approving special legislation for purposes associated with moving into the Group Insurance Commission.

Despite the fact that the first special purpose Town Meeting was held at the peak of the end-of-summer vacation period and that the second took place in the dead of winter, there were no difficulties whatsoever in mustering a quorum for either Meeting. This is further evidence of the commitment by this community's citizen leaders who dedicate themselves to the purposes of Town governance. This is demonstrated time and time again not only by our 240 member Representative Town Meeting, but also by the hundreds who serve on appointed boards and commissions and the untold others who participate on Town related committees, school PTOs, and our many community based organizations. Our heartfelt thanks are extended for everything done on behalf of the Town in what has been a very difficult period for community and country.

Beyond the budget a number of other high profile issues were at the forefront of Town concerns in 2009. Police Video Monitoring Cameras, Carlton Street Footbridge, Citizen Complaint Policy, Runkle School, Fisher Hill Redevelopment, OPEBs Task Force and Climate Action. In addition, as always, there were innumerable other matters, perhaps commanding less public commentary, but also requiring the ongoing attention of the Town. By way of example, the continued implementation of the CIP, expansion of IT efforts, OPEBs study, ongoing Audit Committee review and many other items filled the Board's agenda for 2009.

BUDGET OBJECTIVES

Each year much of the Board's agenda is set through the Budget Objectives established in the annual Financial Plan. For FY2010 the Board identified 19 Objectives to guide its work.

FY2010 OBJECTIVES

Finance / Administration:

- To continue to observe the recommendations of the Override Study Committee relative to long term financial sustainability, as adopted by Resolution in March, 2008.
- To consider the recommendations to the Efficiency Initiative Committee as part of the overall approach to pursuing long term sustainability.
- To consider the recommendations of the OPEB Task Force as part of the sustainability strategy to address \$200-\$300 million in unfunded retiree health benefits.
- To continue to pursue group health premium savings through joining the Group Insurance Commission or implementation of other changes that would yield equivalent cost reduction.
- To continue to be guided by Fiscal Policies relative to reserves and capital financing as part of the ongoing effort to observe sound financial practices and retain the Aaa credit rating.
- To continue the Town/School Partnership as the means of budgetary planning for financial issues that span municipal and school interests.
- To continue to seek PILOT Agreements with institutional non-profits along with an equitable approach for community based organizations.
- To urge State officials, especially through continuous advocacy with our Legislative Delegation, for adequate levels of Local Aid; adoption of Home Rule Legislation such as taxi medallion authority; for financial assistance through the Environmental Bond Bill; Federal Recovery Act; and other sources.
- To carry out the CIP and the completion of major projects in progress including Landfill Corrective Action, Muddy River Restoration, Fisher Reservoir Re-Use, Village Square and the Runkle School in cooperation with the School Building Authority.

Labor Relations:

- To conduct labor contract negotiations for equitable settlements in conjunction within the town's ability to pay as shaped by the objectives noted above.

Operations:

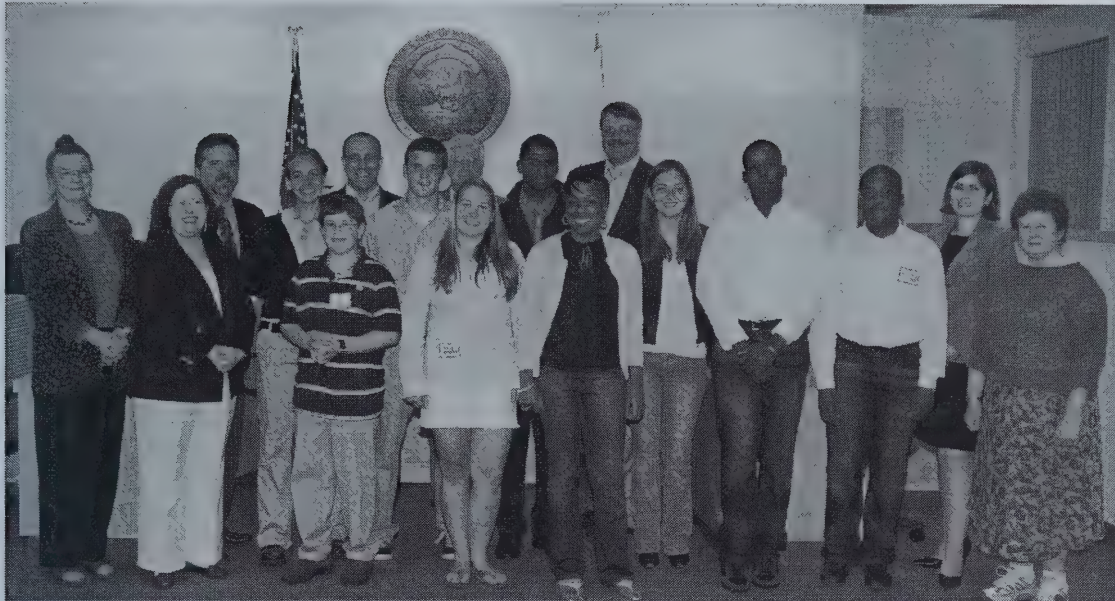
- To continue efforts with the Commission for the Disabled to ensure legally mandated accessibility to private facilities and Town properties/programs.
- To expand technology utilization through promotion of the Brookline MA.gov website and departmental applications such as permitting and inspection systems.

Zoning / Land Use / Code Enforcement:

- To foster appropriate development both for projects in progress such as at Brookline Place and 111 Boylston Street or in the planning of future projects.
- To seek out new affordable housing opportunities and to continue to support affordable housing opportunities including completion of St. Aidan's and those planned within the redevelopment of the Fisher Hill Reservoir.

Governance:

- To more fully integrate environmental concerns into town governance through consideration of the recommendations of the Climate Action Committee and Pay As You Throw Committee.
- To continue oversight of key policy considerations for the Police Department in the areas of Citizen Complaints and Video Camera Monitoring system.
- To proceed with the development of Brookline Access Television studio space in an educational setting as deemed appropriate by the Brookline Schools.
- To ensure ongoing attention to long term parking requirements through consideration of the recommendations of the Parking Management Committee, review of the Permit Parking Program, and implementation of Valet Parking Regulations.
- To strengthen relationships with Boards and Commissions.



Human Relations Youth Resources Youth Awards

It is customary for the Board to designate an individual member to provide Selectman leadership on specific projects. The following are just four examples of the complexities potentially involved with each of the Board's objectives.

Runkle School Building Committee - The composition of the Runkle School Building Committee is prescribed by state law that created the new Massachusetts School Building Authority to oversee and fund local school building projects across the Commonwealth. The Committee was established by the Board of Selectmen on April 17, 2008. It met on more than 20 occasions during 2009, taking the Runkle School Project through the schematic design phase into the construction drawing phase.

Board of Selectmen Chair Nancy Daly also serves as Chairperson of the Runkle School Building. The Committee members are:

Nancy Daly, Board of Selectmen Chair
 Helen Charlupski, School Committee
 Glen Cunha, School Committee
 William Lupini, Superintendent of Schools
 Joseph Connelly, Acting Runkle School Principal
 Peter Rowe, Deputy Superintendent of Schools Administration & Finance
 Jennifer Fisher Muller, Deputy Superintendent for Teaching and Learning
 Michael Shepard, Building Commissioner
 Charlie Simmons, Director of Public Buildings
 Kenneth Kaplan, Building Commission
 Sean Cronin, Deputy Town Administrator
 Richard Kelliher, Town Administrator

Design Partnership of Cambridge was chosen as the architect for this project. During the course of the year the Building Committee finalized schematic plans; set a \$29.1 million project budget; and coordinated planning issues with the Massachusetts School Building Authority for the state \$11.8 million share of the project. Town Meeting overwhelmingly approved a \$29.1 million bond authorization of which 41.58% will be reimbursed by the State.

A particular focus for the Committee was working through major zoning issues that arose as a result of appeals by Dean Road abutters who expressed concerns about visual and other impacts of the project. While a number of communities do not subject municipal buildings projects to the totality of the zoning control, the Town of

Brookline By-laws do maintain full zoning requirements. Therefore this project had to undergo additional local review by both the Planning Board and the Zoning Board of Appeals. These local procedures were cleared by early 2010.



State Treasurer Tim Cahill and MSBA Executive Director Katherine Craven present \$11.8 million check for the Runkle School project to Helen Charlupski, Glenn Cunha, Henry Warren, Frank Smizik, Bill Lupini, Nancy Daly, Alan Morse, Rebecca Stone, Judy Meyers, Richard Kelliher, Barbara Scotto and Runkle students.

The schedule for completion of this renovation project, which will make the school a three sectional school in all grades, and includes a new library, a reconstructed the gymnasium, and new multi purpose space, is summer 2012. The current plans call for Runkle students to temporarily relocate to the Old Lincoln School in September 2010 with actual construction commencing late fall 2010. If all goes according to plan, the students will return in September 2012 to the fully renovated John D. Runkle School.

Fisher Hill Town Reservoir Site Redevelopment - A significant milestone was reached in 2009 for the Fisher Hill Reservoir Redevelopment Project when the Fall Special Town Meeting unanimously approved a land disposition warrant article and a zoning overlay for mixed-income housing. This project is expected to generate 34 units of housing -12 affordable to families earning 100% of area median income and 12 affordable to families earning 80% of median income. In addition, it will convert the current tax exempt site into tax generating property.

These Town Meeting actions capped a full year's work by the Fisher Hill Project Selection Committee with Selectman Betsy DeWitt as the Board's designee. The members of the Committee area:

Selectman: Betsy DeWitt
Pam Lodish, Project Manager/Real Estate & Facilities/neighbor:
Gill Fishman, Real Estate Development/neighbor:
David Trietsch, Affordable Housing & Community Development:
Kathy Spiegelman, Planning/Member of HAB:
Paul Saner, Finance/Member of EDAB:
Janet Fierman, Chair of Building Commission/Attorney:
Sergio Modigliani, AIA, At Large Member/Architect:
Alan Einhorn, Attorney/neighbor:

The Committee met several times between January and June 2009 reviewing the proposal from New Atlantic Development submitted in response to its RFP for a "preferred vision" for the Town Reservoir site.

The developer appeared before the Committee in three separate meetings. On the first occasion, New Atlantic principal Peter Roth introduced his entire team, including the firms of Childs Bertman Tseckares Architects and CBA Landscape Architects, and other qualified technical consultants, including the law firms of Klein Hornig, with extensive experience in housing development. On two other occasions, the development team appeared

before the Committee to bring clarity to certain details and assumptions in the proposal. The result of these meetings was language of a working Term Sheet, which was drafted early on in the process to confirm mutual areas of agreement between the Committee and New Atlantic.

At its June 17, 2009 meeting the Committee and New Atlantic met to review and finalize the Term Sheet. This was a critical point in the process since the Term Sheet would be used to form a Letter of Intent for Town Meeting and, ultimately, a Land Disposition Agreement, both of which are key milestones in the process. After agreeing to all elements to be included in the Term Sheet, the Committee voted unanimously to recommend that the Board of Selectmen designate New Atlantic Development as the developer of the Town-owned reservoir site. After finalizing the language of the Term Sheet, the Selectmen voted to accept the committee's recommendation at its June 30, 2009 meeting.

Climate Action Committee - With Selectman Jesse Mermell as the Board designee the Climate Action Committee, which was initially appointed in 2008, had a very busy 2009. The Committee kicked off the year by co-sponsoring the Brookline Climate Summit with Climate Change Action Brookline. The summit had over 80 attendees from various organizations in Town who met to develop strategies to reduce the Town's carbon footprint. The CAC also provided input on the Town's Energy Efficiency Community Block grant application by which the Town was able to secure \$494,400 in grant funding for energy conservation measures in municipal buildings -- a LED pilot program, and a residential energy conservation program.

The CAC began the planning in 2009 for the "Brookline 2010" campaign. This is a major initiative that seeks to raise awareness about the importance of reducing the carbon footprint of our community. The CAC was able to utilize the 2010 census mailing to reach as many residents as possible and held their launch event at the newly renovated BATV studios at the Unified Arts building.

The CAC has also been advocating for the Town to seek Green Community status. The Green Community program provides funding to help municipalities pursue energy efficiency measures, large renewable energy projects, and innovative methods that use less fossil fuel. Cities and town can apply for the Grant Program after they have demonstrated that they have met five criteria established by the Green Communities Division. In addition the CAC has studied the Stretch Energy Code, including its adoption by Cambridge and Newton in 2009. Based upon its research and preliminary discussions the CAC recommended that Town Meeting adopt the Stretch Code which is one of the criteria needed for Green Community status. The Board appreciates the work of this Committee and looks forward to continued work on the 2010 campaign as well as other outreach efforts.

The Board is extremely grateful for the efforts of the CAC and looks forward to their continuing their excellent work:

Selectman Jesse Mermell, Chairperson
 Corey Bergeron, Citizen Representative
 Mary Dewart Citizen Representative
 Jon Cody Haines, Citizen Representative
 Werner Lohe, Conservation Commission
 Patricia Maher, Advisory Council on Public Health
 Linda Pehlke, Citizen Representative
 Josh Safer, Transportation Board
 Michael Shepard, Building Commissioner
 Carol Sandel, Chamber of Commerce
 Jim Solomon, Citizen Representative
 Rebecca Stone, School Committee
 Don Weitzman, Co-Chair
 Mark Zarrillo, Planning Board

Efficiency Initiative Committee - The Efficiency Initiative Committee (EIC) was appointed by the Board of Selectmen in June, 2008 in the immediate aftermath of the May, 2008 Override. This Committee is the direct outgrowth of the Recommendations of the Override Study Committee which called for the establishment of a "Town-wide Efficiency Initiative."

The Selectman Designee and Chair of the EIC was Dick Benka. After more than 30 meetings of the full EIC and its sub-committees, Selectman Benka and other members of the Committee presented their final report to the Board of Selectmen in February, 2009.

The Committee presented a range of specific recommendations involving:

- Privatization
- Public Safety
- Consolidations/Cost Reductions
- Broad Based Cost Savings (group health)
- New Revenue Sources

Perhaps the most significant outcome of the Committee's works is that its recommendations have been integrated into the formulation of the FY2010 and FY2011 Annual Financial Plans. The EIC recommendations also deeply influenced the Town's collective bargaining priorities and the agenda of the Town Administration generally.

For FY10 the Town confronted a \$5 million budget deficit. The recommendations of the EIC proved indispensable in meeting this challenge without lay-offs or eliminating essential services. Over 30 school and town permanent positions were eliminated for FY10 indicating how formidable the budget balancing challenge proved to be. In addition, the CIP was cut back, COLA's of 0% were implemented for all work groups, and capital outlay was reduced.

Most significantly a number of major efficiencies recommended by the EIC were implemented:

- Consolidation of Town/School Payroll functions
- Consolidation of Arborist/Conservation functions
- Reduction and civilianization of firefighters assigned to Fire Prevention
- Civilianization of Parking Meter Collections
- Merger of Fire and DPW wires/Signals Divisions
- Consolidation of Health and Human Service administration
- Reduced Haul & Disposal Rates
- Re-Organized Sanitation/Leaf Collection Operations
- Outsourcing all School Grounds Maintenance

Perhaps the most far-reaching recommendation of the EIC was adopted outside the budget process through collective bargaining. The Board signed a Memorandum of Agreement with the Union Public Employee Committee on November 24, 2009 allowing the Town to transfer its group health coverage to the State Group Insurance Commission. This one development avoided a second consecutive \$4 - \$5 million budget shortfall. The Board of Selectmen publicly commended the union leadership, Town Administration, and ultimately the Town employees themselves who sanctioned the move for reaching a consensus on this enormous step which had been endorsed not only by the EIC, but also by the Override Study Committee, School Committee, and Town Meeting.

In addition, for FY2011 the following efficiency initiatives were also proposed in that Annual Financial Plan:

Efficiencies through Utilization of IT

- Handhelds for ticket issuance – 1 less FTE (\$38K; \$50K w/bene's)
- RFID – 1 less FTE (\$38K; 50K w/bene's)
- "Green Tech" – reduction in Town Hall utility budget (\$170K)

Fire Dept IT

- Follow recommendations of Fire Department Technology Integration Assessment
- \$37K in Operation Budget and up to \$75K in IT CIP

Personnel Consolidations

- Wires Div/DPW merger yields another \$50K savings (Streetlight R&M contract reduction)
- IT position in DPW merged with ITD, resulting in 1 less FTE (\$70K; 95K w/bene's)

Contracting Out

- Custodian at Municipal Service Ctr (\$12K; \$25K w/bene's)
- Houseworkers in Building Dept (\$8K w/bene's)
- Bring some repair/maintenance work in-house by establishing an Operations Mgr. in Public Building Division (cost neutral)

Parking Enforcement

- 2 additional Parking Control Officers; cost (\$81K; \$109K w/bene's) offset by increased revenue
- \$1.4M investment in new parking meter system

Recreation Fee Study

- Better alignment between admin and program expenses results in \$25K decrease in Recreation Dept's General Fund budget.

The Board wants to once again acknowledge and thank the members of the Efficiency Initiative Committee for the effort put forth to advance the best interests of the Town of Brookline.

Richard Benka, Selectman, Chair
 Samuel (Sandy) Batchelder, Retired Partner Goodwin Proctor, LLP
 Linda Carlisle, Former Commissioner State Social Services
 Lloyd Dahmen, Capital Management Specialist
 Josette Capriles Goldish, Former Finance and Accounting Executive
 Alan Morse, Former State Commissioner of Banks
 Roberta Ornstein, Director, New England Realty Associates
 Peg Senturia, Independent Organizational Consultant

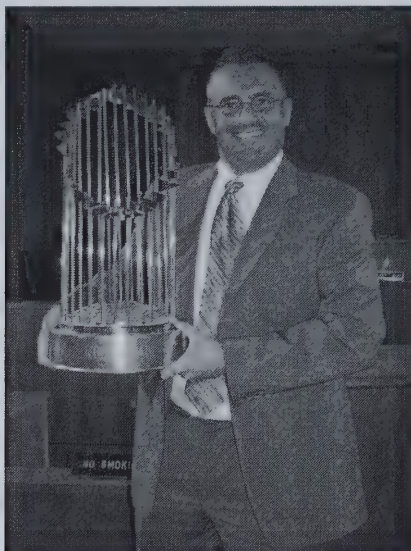
CONCLUSION

At its organizational meeting on May 12, 2009, the Board elected Nancy Daly as Chairperson for the third consecutive year and welcomed Kenneth Goldstein to his first term on the Board after being elected Selectman on May 5th. Selectman Goldstein had served on the Planning Board for 12 years, chairing that body for five years. He was also a Pct. 14 Town Meeting Member from 2004 to 2009.

On April 28 the Board bade its official farewell to Selectman Robert L. Allen who served on the Board from 2000 to 2009. He was Chairman from 2004 to 2006. Bob Allen was recognized for his deep and abiding commitment to the Brookline community generally and affordable housing specifically. He Chaired the Town's year long

300th Anniversary celebration in 2005 which not only was an amazingly enjoyable experience, but also was a major benefit to non-profit and community service organizations across the Town. The legacy projects for low income and youth programs that emerged from Brookline 300 continue to this day.

Perhaps Selectman Allen's happiest moment on the Board occurred in 2004 when the Town was able to honor the first Red Sox World Series Championship in nearly a century. The Board of Selectmen and Town employees, for whom he cared so much wish him the very best.



Former Selectman Robert Allen

Finally, in January, 2009 the Board reappointed Town Administrator Richard Kelliher effective July 1, 2009. After nearly 15 years in this capacity he advised the Board that his upcoming term would be a year-to-year consideration. The Board was nevertheless disheartened to learn in March 2010 that the Town Administrator would step down during the summer of 2010. They cited his leadership in guiding the Town through difficult financial periods, making major advances on a number of collective bargaining issues, maintaining a first rate senior management team, and cultivating an overall stability in Town affairs. Each Selectman publicly conveyed their sincere best wishes to him and his family upon learning of his decision. The Board and Town Administrator immediately committed to establishing a screening process which would bring the greatest likelihood of a successor Chief Administrative Officer who would not only build on the accomplishments of the past but best position the Town to meet the challenges of the future.



Police Department Promotions

(L-R) Richard Kelliher, Sergeant Thomas Ferris, Betsy DeWitt, Superintendent Mark Morgan, Nancy Daly, Captain Myles Murphy, Jesse Mermell, Chief O'Leary, Lt. Paul Campbell, Ken Goldstein

TOWN ADMINISTRATOR

Richard J. Kelliher

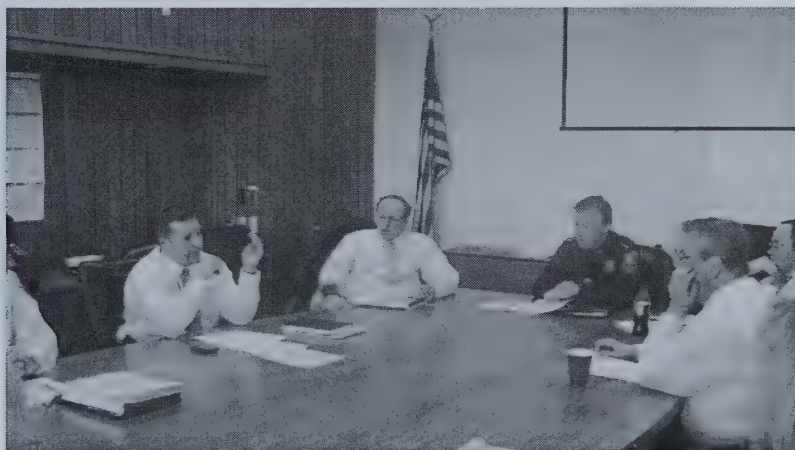


Selectmen's Office Staff

(L-R) Sean Cronin, Richard Kelliher, Kate MacGillivray, Sile Hurrie, Brenda Costello, Patty Parks, Melissa Goff

For me as your Town Administrator 2009 was hugely eventful in a number of ways. All of us experienced an economy attempting to right itself in the aftermath of the disaster that engulfed our national financial system. The "Great Recession" bottomed out, unemployment stabilized and the housing market seemingly turned a corner. We also saw the culmination of a number of major long term municipal initiatives such as state enactment/town adoption of long sought local option taxes along with reform of our own group health program through the negotiation of an agreement with the Public Employee Committee to transfer into the State Group Insurance Commission. Personally and professionally, though, perhaps most significantly 2009 marks my final full year as Town Administrator for the Town of Brookline.

I had the good fortune to be appointed Town Administrator in November, 1994. The experience over the subsequent 15 years has been rewarding beyond words. The support of the Brookline community for its Town government is nothing short of amazing. The Boards for whom I have worked, my Department Head colleagues, Town employees, citizen leaders, and the community at large have shown time after time that they have dedicated themselves to a very special enterprise here. This continued commitment to excellence for their town government will be needed every bit as much in the future as it has in the past. Even though the general economy might be turning, financial stress for Massachusetts state and local government will likely persist for a while to come.

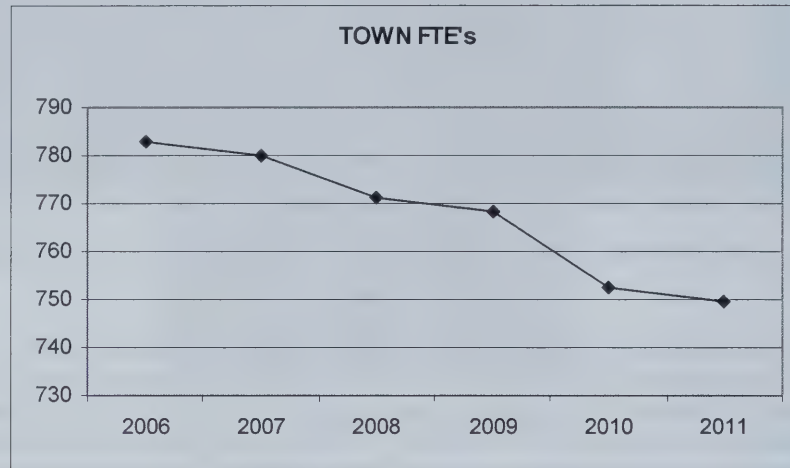


Information Management Governance Committee

ANNUAL FINANCIAL PLAN

The Town had no choice in 2009 but to face head on what ultimately developed into a \$5 million deficit. What was initially estimated in February, 2009 as a \$4 million shortfall topped out with an additional \$1 million deficit due to State Aid cuts greater than initially projected and continuing decline of the Town's own local receipts. After the first round of budget reductions in personnel, capital, and town/school services, the FY10 budget was brought into balance at the 2009 Fall Town Meeting through the elimination of all salary reserves in both town and school budgets.

By the time the budgetary dust settled going into FY11, Town staffing levels had been reduced over time by 5% as illustrated in the following graph:



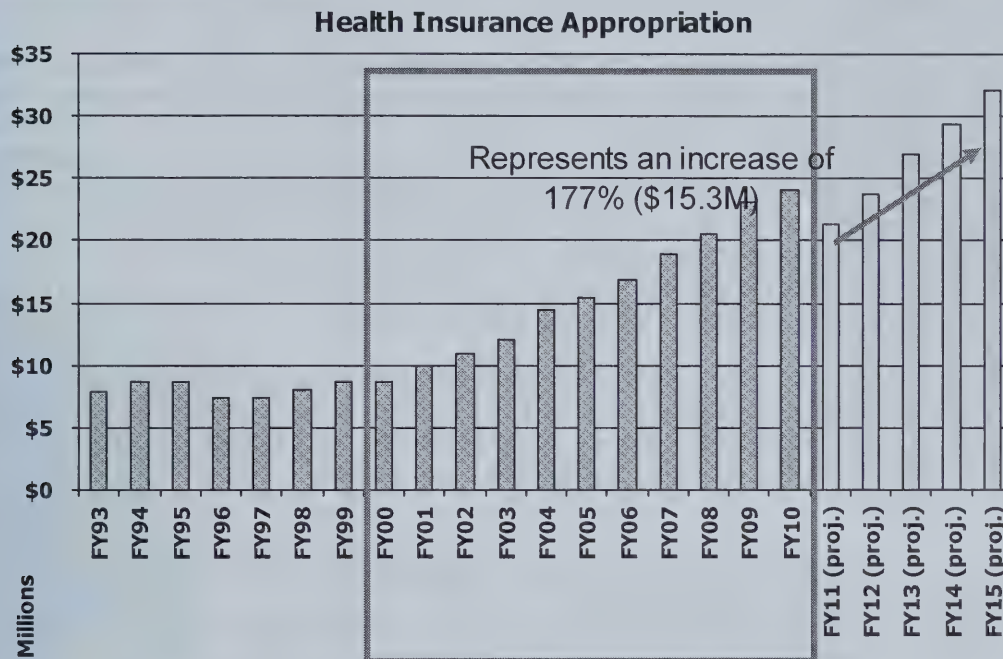
Fortunately, the Town has been able to avoid widespread layoffs in moving to this level of force reduction. Hiring freezes and occasional retirement incentive programs have provided the flexibility in staffing levels to accommodate most of this change. In recent years efficiencies, a number of which were promoted within the recommendations of the Efficiency Initiative Committee, have served as the impetus for budget savings.



Deputy Town Administrator, Sean Cronin and Assistant Town Administrator, Melissa Goff accept the GFOA's Distinguished Budget Award for the FY2010 Financial Plan

FY11 AND BEYOND

The FY2010 \$5 million deficit would have been followed by another \$4-\$5 million deficit in FY11 had it not been for the agreement reached between the Town and the union Public Employee Committee to switch to the state Group Insurance Commission effective July 1, 2010. The revenue budget is actually expected to decline in FY11 due once again to another round of cuts in State Aid and the continuing drop in the Town's own local receipts. Had it not been for this reform in group health the budget pressures from school enrollment growth, fixed cost increases, and commitments to address long-term unfunded obligations would have forced another consecutive cutback budget.



After almost two years of coalition bargaining the Town and PEC signed an MOA in November, 2009 to join the GIC. The agreement calls for the Town to increase its percentage share of premium from 75% to 78% - 80% - 83% over three years in exchange for the unions relinquishing bargaining rights over plan design and reducing the Town's premium share from 75% to 65% for the more costly indemnity coverage.

Because of the substantial variance between GIC premiums and current Town premiums PPO (family coverage is currently \$1,834/mo, 30% greater than the initial FY10 premium for comparable GIC coverage at \$1,273/mo), the Town ultimately agreed with the PEC to share with the employees and retirees about one quarter of the Town's savings through increasing the Town's percentage contribution of premiums to 83%. The pro forma below, prepared by the Town's consultant Longfellow Benefits, shows the potential amount of premium cost avoided annually assuming 12% growth rates for current Town plans and 9% for the GIC. It also illustrates how the Town and PEC negotiated the allocation of these savings inclusive of the subscribers' pre-existing 25% share of savings enhanced by the Town shifting additional savings through reducing employee premium withholdings from 25% to 17% over the term of the agreement. It is important to note that these figures do not reflect the estimated \$1 million a year increase in subscriber out-of-pocket cost due to the higher co-pays of the GIC.

Fiscal Year	FY10		FY11		FY12		FY13	
Projected Savings								
Total Savings	\$5,947,550		\$7,147,065		\$8,743,485		\$10,591,656	
Town Savings	\$4,460,663	75%	\$4,753,061	67%	\$5,390,709	62%	\$5,858,066	55%
Employee/Retiree Savings	\$1,486,888	25%	\$2,394,004	33%	\$3,352,776	38%	\$4,733,590	45%

Notes: 10% Indemnity Migration is assumed

CUMULATIVE SAVINGS

Total Savings	\$26,482,206	
Town Savings	\$16,001,836	60%
Employee/Retiree	\$10,480,370	40%

Because of the efforts leading up to the FY11 budget, the deficit initially projected for the subsequent FY12 has been cut in half from \$8.7 million, where it was set in the December 2009 Forecast, to \$4.1 million as revised for the FY11 Financial Plan. While this represents a sizable decrease in the future budget shortfall, a \$4 million deficit nevertheless poses a formidable challenge. Among the reasons for a continuing shortfall of this magnitude are:

- The State's reliance on nearly \$2 billion in one-time sources to support its own FY11 budget, the preponderance of which will more than likely not be available in FY12, increasing the likelihood of Local Aid cuts beyond FY12.
- The combined impacts on the Brookline School budget of losing about \$1 million of its own one-time funding by FY12 while continuing to experience unprecedented enrollment growth.
- The expiration in the summer of 2011 of all town and school labor contracts along with the trigger in FY12 for a potential arbitration process in the GIC agreement with the Public Employee Committee.
- And, of course, the persistently uncertain outlook for the economy, particularly if inflationary pressures begin to emerge in wage and consumer costs.

The Town does have some tangible assets at its disposal that can aid significantly in managing future budget challenges. For example, the groundwork was laid in FY10 for a plan to minimize the FY12 budget impacts resulting from 2008 pension investment losses. An incremental plan for funding OPEBs that does not overly exacerbate the pressure on the operating budget has been initiated. In addition, several other factors can potentially come into play:

- More retirements are expected in the municipal workforce which should present further opportunities for personnel reductions.
- Increased emphasis on technology particularly in code enforcement and other field operations can continue to yield budgetary benefits.
- Longstanding economic development efforts, especially at 2 Brookline Place, will eventually begin to yield growth in Town revenues.
- Reserves have not yet been tapped to balance budgets to date and can provide a last resort safety net, if necessary.



SENIOR MANAGEMENT TEAM

Among Department Heads there was less transition in 2009 than in recent years. However, the changes that occurred were nevertheless quite significant. Eighteen year DPW Commissioner Tom DeMaio decided to retire after an extensive record of accomplishment. Under Commissioner DeMaio's leadership the Town landfill was closed and capped with a much needed recreational facility; the Town "barn" was demolished for housing and a state-of-the-art Municipal Service Center was constructed; all major thoroughfares were reconstructed; streetlight maintenance was taken over from NSTAR and vastly improved; storm and wastewater systems were brought up to environmental standards; and the list can go on. In addition to the Commissioner's departure, Police Superintendent Robert Mello retired after 29 years of service in the Brookline Police Department. He took over the second-in-command position in 2004 after serving as Captain of Patrol Services and leading the Department's Internal Affairs Unit.

The Town was most fortunate in being able to quickly fill these positions with extremely capable replacements from within their respective departments:

Public Works Commissioner Andrew Pappastergion actually begin his career with Brookline DPW as a Junior Engineering Aide in 1969. After he permanently joined the Department he was named as an Assistant Civil Engineer in 1980. In 1982 he was appointed Director of the Water/Sewer Division and then promoted to Deputy Commissioner in June, 2000. He as served on the MWRA Board of Directors since 1997, Commissioner Pappastergion is a graduate of Northeastern University and holds a bachelors degree in Civil Engineering.



Andrew Pappastergion



Superintendent Mark Morgan

Superintendent Mark Morgan was promoted after serving in the rank of Captain since 2003. He was Commander of the Service and Detective Divisions. He was first appointed to the Brookline Police Department in 1983. Superintendent Morgan earned is MS in Criminal Justice Administration and he attended the FBI National Academy.

CONCLUSION

Because this is the final Annual Report that I will file in my capacity as Town Administrator I want to take this opportunity to acknowledge and thank all of the Selectmen's Office staff with whom I have had the privilege to work in the most rewarding phase of a four decade career in local government. They have been as superb a group of municipal public servants with whom I have ever had the good fortune to be associated. Not once over the course of more than 15 years did I receive a citizen complaint about interaction with the staff of the Selectmen's Office. I received only compliments for a group who handle everything from dissatisfaction with services, requests for information, licensing requirements, and all manner of human condition from confusion to anger to loneliness. Truly a remarkable accomplishment and a tribute to their efforts on behalf of this community.

I especially want to thank the three Deputy Town Administrators who have done some quite remarkable things in their tenure here ranging from the standing fiscal policies, to the Aaa credit ratings, to just making yours truly look better than ever could have been the case if left to his own devices. Brian Sullivan, Stephen Cirillo and Sean Cronin have had formidable careers in Massachusetts local government and with luck they will continue their brilliant work in the municipal sector for years to come.

And finally, I simply do not have the words to thank Assistant to the Town Administrator Patty Parks. She has kept me on track, covered my flanks, and rescued me from any untold number of self-inflicted missteps had it not been for her steady approach. A dedicated professional and remarkable individual; the Town is extremely fortunate to have her.

Thank you all.



Richard Kelliher and Melissa Goff recognize Jean Stringham (center) for her Town Hall bell photo featured in the award-winning 2008 Annual Report.

TOWN MODERATOR

Edward (Sandy) Gadsby

This report will consist primarily of a summary of the highlights of the Town Meetings held during the year.

The principal business of the Annual Town Meeting in May consisted of the deliberation and adoption of the \$204 million fiscal year 2010 budget presented by the Advisory Committee, including non-recurring costs of \$7.5 million associated with the completion of the Newton Street Landfill project. There were also spirited discussions of the citizen's complaint procedures of the Police Department and the recently installed system of surveillance cameras. Town Meeting did not approve a complex proposal that would have expanded the class of legal accessory dwelling units.

The Fall Town Meeting approved two major projects, a major expansion and renovation of Runkle School and the Fisher Hill Reservoir project, that were the culmination of considerable hard work by the Town and interested citizens. Town Meeting also endorsed a car-sharing parking proposal that had originally been widely criticized but had through extensive negotiations evolved into a proposal that drew only one negative vote. This was a good example of the benefits that can emerge from our intensive pre-Town Meeting deliberative process. The most controversial business, however, involved the approval of the funding of the reconstruction of the Carlton Street Footbridge, a bitterly fought issue widely thought to be responsible for a virtually complete change in recent years of the composition of Town Meeting Members from Precinct One. This was likely the last chance for the Footbridge opponents, who suffered a decisive defeat.

Finally, a Special Town Meeting was held in August, in which new hotel and meals taxes that the Town believes will generate \$1.2 million of new revenue annually were overwhelmingly approved.

As usual, participation and attendance at our Town Meetings remains at a high level, with quorum counts consistently in the 85-90% range, a tribute to the good health of the democratic process in Brookline. There were two ballot votes during the year, and that procedure is becoming more efficient while continuing to improve the accountability of Town Meeting Members.

I was asked by Town Meeting to appoint one Moderator's Committee this year, to study and report on various trash disposal options. Thanks to its chair, Matthew Kleiman, and members Frank Friedman, (Selectman) Ken Goldstein, Gerry Koocher, Adam Mitchell, Virginia Smith, Stanley Spiegel, Raymond Wise and Tom DeMaio (subsequently replaced by Andy Pappastergion) for agreeing to participate in this important effort.

And, as always, thanks are in order to two committees that I appoint, the Committee on Town Organization and Structure, chaired by Jean Berg, and the Advisory Committee and its chair, Harry Bohrs. These committees devote many hours to their work, for which they receive little public acclaim, and are of great importance to the Town and Town Meeting.

ADVISORY COMMITTEE

Harry K. Bohrs, Chair

Organization and Function

Massachusetts General Laws, Chapter 39, Section 16 states that "every town whose valuation for the purpose of apportioning state tax exceeds one million dollars shall, and any other town may, by by-law provide for the election or the appointment and duties of appropriation, advisory or finance committees, who shall consider any or all municipal questions...."

The Brookline Advisory Committee, in accordance with Town by-laws, shall consist of not fewer than 20 nor more than 30 established registered voters of the Town. At least one elected Town Meeting Member is appointed from each of the sixteen precincts, plus up to eight additional Town Meeting members and up to six members-at-large. This makes the Brookline Advisory Committee one of the largest of such

committees in the Commonwealth. The Brookline Advisory Committee is somewhat unique in that it functions not only as a Finance Committee, but also as an Advisory Committee. As such, it advises the Town through its recommendations to Town Meeting on all matters ranging from Town finances and rezoning to capital projects and collective bargaining in order to meet the specific needs of the community. The Advisory Committee reports to Town Meeting with its written recommendations on such matters in the printed warrant that is mailed to all Town Meeting members. The Advisory Committee is the only authority that may approve transfers from the Reserve Fund, which is established to deal with unforeseen or emergency expenditures.

The Chair of the Advisory Committee appoints each member to serve on a subcommittee, working closely with members to determine which subcommittee will best suit their background and interest. The Chair selects a member from each subcommittee to serve as its Chair.

Advisory Committee Subcommittees

- Below is a listing of current subcommittees with the areas to which each is responsible and it's Chair:
- Administration and Finance: Advisory Committee, Conditions of Appropriation, Debt and Interest, Finance, Information Technology, Selectmen, Town Clerk, and Unclassified. (Chaired by Michael Traister)
- Capital: Building, Capital Improvements Program, Public Works, and Recreation. (Chaired by Carla Benka)
- Human Services: Council on Aging, Health, Human Relations-Youth Resources, Library, and Veterans' Services. (Chaired by Frank Caro)
- Personnel: Collective Bargaining, Human Resources, and Personnel Benefits. (Chaired by Ken Chin)
- Planning and Regulation: Legal Services, Planning and Community Development, Zoning. (Chaired by Neil Wishinsky)
- Public Safety: Police and Fire. (Chaired by Janice Kahn)
- Schools: (Chaired by Leonard Weiss)



Advisory Committee

2009 Issues

In 2009, the Advisory Committee considered a broad array of financial and other issues on behalf of Town Meeting. The Advisory Committee met regularly to prepare its recommendations for the Annual Town Meeting and the Special Town Meeting. In addition, the subcommittees met scores of times to hold public hearings (as well as numerous on-site visits to assess special projects throughout the town), which enabled both supporters and opponents of various issues to express their views. The subcommittees reported to the full Advisory Committee allowing the Committee to take into account fully public sentiment and pertinent information in its final discussion and decision-making process.

The Advisory Committee spent approximately three months crafting its version of the Town's FY10 Budget. From mid-February through mid-May, the full Committee met twice a week or more to hear and discuss subcommittee recommendations. Throughout this process, members collected and analyzed information from numerous sources. The Committee listened to the requests and concerns of boards and commissions, Town officials and citizens, balanced these views, and prepared and submitted to Town Meeting a detailed budget recommendation in the form of the annual appropriation article.

During 2009, the Advisory Committee prepared and presented to Town Meeting comprehensive reports complicated warrant articles as well. Topics included a number of complex zoning issues, the development of the Town's Fisher Hill site into mixed-use housing and recreation area, the adoption of local meals and hotel excise taxes, funding for the Runkle School project and the Carleton Street footbridge, post employment benefit obligations (OPEB's) and public surveillance cameras to name a few.

In addition to serving on various special committees, members of the Advisory Committee actively participated on committees appointed by the Board of Selectmen. Members also served on a number of standing Town committees including the Labor Advisory, Town/School Partnership, and Audit Committees.

Membership

Harry Bohrs was re-elected to serve as the Chairman of the Committee and Neil Wishinsky was re-elected to serve as Vice Chairman.

This year we saw several members step down, including Don Weitzman, Roberta Ornstein and Karen Lieff. We thank them for their dedication and the thoughtful contributions they provided while serving on the Advisory Committee. In addition, our longest serving member, Charles Moo, retired. Charles imparted a depth and breadth of experience and insight that served both the Committee and community for years.

At the same time, we extended a warm welcome to our new members Edie Brickman, Ben Franco, Bobbie Knable, Mike Oates, Lori Salkin and Lee Selwyn. The Committee continues to benefit from the experience and expertise they share.

The Advisory Committee will continue working diligently on behalf of Town Meeting to carefully consider all matters that will impact the Town and make recommendations it considers to be in the best interest of the Town and all of its residents.

**TOWN MEETING
Summary of Actions Taken
Annual Town Meeting
May 26, 2009**

ARTICLE ONE

Appointment of Measurers of Wood and Bark. (Selectmen) A Motion of Favorable Action to establish the number of Measurers of Wood and Bark be two was passed by a Unanimous Vote.

ARTICLE TWO

Approval of Collective Bargaining Agreements. (Human Resources) A Motion of No Action was passed by a Unanimous Vote.

ARTICLE THREE

Annual Authorization of Compensating Balance Agreements. (Treasurer/Collector) A Motion of Favorable Action, to enter into compensating balance agreements for FY2010, was passed by a Unanimous Vote.

ARTICLE FOUR

Report on the Close-out of Special Appropriations/Bond Authorization Rescission. (Selectmen) A Motion of No Action was passed by a Unanimous Vote.

ARTICLE FIVE

Approval of Unpaid Bills of a Prior Fiscal Year. (Selectmen) A Motion of No Action was passed by a Unanimous Vote.

ARTICLE SIX

Acceptance of Legislation to Increase Property Tax Exemptions. (Assessors) A Motion of Favorable Action, to establish an additional property tax exemption for FY2010, was passed by a Unanimous Vote.

ARTICLE SEVEN

FY09 Budget Amendments. (Selectmen) A Motion of No Action was passed by a Unanimous Vote.

ARTICLE EIGHT

Annual Appropriations Article. (Selectmen) A motion of Favorable Action, to approve the FY2010 budget with total appropriated expenditures of \$197,093,001, was passed as amended and separately voted, by a Unanimous Vote.

ARTICLE NINE

To Amend the Budget to Adequately Fund Five Engine Companies and Two Ladder Companies for the Entire FY10. (Petition of Nicholas

ARTICLE NINE cont'd

Inchierca) A Resolution requesting the Board of Selectmen to direct the Fire Department to administer their FY10 budget in such a manner to staff five engine companies and two ladder companies was Defeated.

ARTICLE TEN

To Amend the FY10 Budget to Adopt NFPA Standard 1710 for the Entire FY10. (Petition of Nicholas Inchierica) No Action was taken under this Article.

ARTICLE ELEVEN

To Amend the FY10 Fire Department to Retain the Fire Alarm Superintendent and Signal Maintainer within the Fire Department (Petition of Patrick Carroll) No Action was taken under this Article.

ARTICLE TWELVE

To Create a School Facility Maintenance Trust Fund in Accordance with the Regulations of the Massachusetts School Building Authority (MSBA). (Selectmen) A motion of Favorable Action to establish a School Facility Maintenance Trust Fund was passed by a Unanimous Vote.

ARTICLE THIRTEEN

Renewal of Lease Agreement for Town-Owned Rental Property – 55 Newton Street. (Selectmen) A motion of Favorable Action to lease, for not more than ten years, the land and building located at 55 Newton Street was passed by a Unanimous Vote.

ARTICLE FOURTEEN

Amendment to Sections 3.10.2 and 3.10.4 of the Town's By-Laws – Council on Aging Membership – change the membership composition and number of non-voting members. (Council on Aging) A motion of Favorable Action to change the membership of the Council on Aging was passed by a Unanimous Vote.

ARTICLE FIFTEEN

Amendment to Section 3.12.6 of the Town's By-Laws – Planning Board – increase the membership from five to seven and require one member have training in urban planning. (Hugh Mattison) A motion of Favorable Action to

ARTICLE FIFTEEN cont'd

change the membership and composition of the Planning Board was passed by a Majority Vote.

ARTICLE SIXTEEN

Amendment to the Town's By-Laws – require the posting of caloric information for food items in food service establishments. (Petition of Andrew Ghobrial) A Resolution urging food service establishments to provide caloric and other general nutritional information to consumers and encouraging them to provide and promote an increased number of healthy food and beverage options was passed by a Majority Vote.

ARTICLE SEVENTEEN

Amendments to the Zoning By-Law – day care facilities. (Department of Planning and Community Development) A motion to refer Article Seventeen to the Zoning By-Law Committee for amendment and resubmission at a future Town Meeting prior to June 2010 was passed by a Unanimous Vote.

ARTICLE EIGHTEEN

Amendments to the Zoning By-Law permitting of accessory dwelling units. (Housing Advisory Board) A motion of Favorable Action to permit the construction of accessory dwelling units in single family homes in certain districts failed to achieve a Two-Thirds Vote by a Counted Vote of 115 In Favor and 84 Opposed.

ARTICLE NINETEEN

Amendment to Section 6.02 of the Zoning By-Law – Off Street parking Space Regulations – parking requirements for reuse of existing commercial spaces. (Department of Planning and Community Development) A motion of Favorable Action allowing the Zoning Board of Appeals to waive up to ten spaces or up to fifty percent, whichever is greater, of any increased parking that are located primarily in existing buildings was passed, as amended, by a Two-Thirds Vote.

ARTICLE TWENTY

Amendment to Section 6.02 of the Zoning By-law – Off-Street Parking Space Regulations – outdoor seating and parking requirements (Department of Planning and Community Development) A motion of Favorable Action exempting additional seasonal outdoor seating from parking requirements was passed by a Two-Thirds Vote.

ARTICLE TWENTY-ONE

Legislation Exempting Non-Public Safety Employees From Civil Service. (Human

ARTICLE TWENTY-ONE cont'd

Resources) A motion of Favorable Action authorizing the Selectmen to file a petition with the General Court exempting non-public safety employees from Civil Service was passed by a Recorded Counted Vote of 145 In Favor, 74 Opposed and 2 Abstentions.

ARTICLE TWENTY-TWO

Legislation Expanding the Residency Preference Afforded Under the Civil Service Law to Candidates for Appointment as Brookline Police Officers To Include Graduates of Brookline High School. (Police Chief) A motion of Favorable Action authorizing the Selectmen to file a petition with the General Court expanding residence preference to include applicants who have graduated from Brookline High School within ten years of the exam date was passed by a Majority Vote.

ARTICLE TWENTY-THREE

Resolution Concerning the Citizen Complaint Policy. (Petition of Frank Farlow) A Resolution urging the Board of Selectmen to establish procedures for Police Officers who seek criminal complaints when the police are not witnesses to the alleged crime; establish procedures for citizen complaints against Town officials and employees of departments other than the Police Department; and to require written submissions by appellants and/or witnesses that dispute or supplement the police investigative report to be appended to the investigative report was passed by a Majority Vote.

ARTICLE TWENTY-FOUR

Resolution to Support a Public Surveillance Camera Pilot Program. (Board of Selectmen) A Resolution in support of a public surveillance camera pilot program was Defeated.

ARTICLE TWENTY-FIVE

Resolution Opposing Police Surveillance Cameras from the Department of Homeland Security. (Petition of Sarah Wunsch and Frank Farlow) A Resolution urging the Board of Selectmen to terminate the camera surveillance trial period was passed by a Majority Vote with 1 Abstention.

ARTICLE TWENTY-SIX

Resolution Calling for the Adoption of a Pay as You Throw (PAYT) Municipal Waste System. (Board of Selctmen) A motion to refer the Article Twenty-Six to a Moderator's Committee and to report, at the latest, to the 2010 Fall Special Town Meeting was passed by a majority Vote.

ARTICLE TWENTY-SEVEN

Resolution for Single Payer Health Care. (Petition of Patricia Downs Berger) A Resolution urging the State Legislature to enact legislation that includes the major provisions of the Single Payer Health Care Trust Bill – HB 2127 and to urge the Town's legislative contingent to pass fully-developed legislation that will lead to implementation in Massachusetts of a Single Payer Health Care program was passed by a Practically Unanimous Vote.

ARTICLE TWENTY-EIGHT

Resolution to Commemorate the Tenth Anniversary of the Brookline-Xi'an China Exchange Program and Acknowledge the Friendship Between the People of Brookline and the People of Xi'an China. (Petition of Paul Dryfoos) A motion of Favorable Action was passed by a Counted Vote of 150 In Favor and 1 Opposed.

ARTICLE TWENTY-NINE

To Name the Rotary Located at the Intersection of Pond Avenue and Chestnut Street the "Paul Pender Rotary". (Naming Committee) A motion of Favorable Action to name the rotary located at the intersection of Pond Avenue and Chestnut Street the "Paul Pender Rotary" was passed by a Unanimous Vote.

ARTICLE THIRTY

To Re-Name Incinerator Drive "Saw Mill Road" (Naming Committee) A motion of Favorable Action to re-name Incinerator Drive "Saw Mill Road" was passed by a Majority Vote.

ARTICLE THIRTY-ONE

Reports of Town Officers and Committees (Selectmen) Reports were presented by the Department of Planning and Community Development and the Housing Advisory Board.

Summary of Actions Taken Special Town Meeting August 26, 2009

ARTICLE ONE

Acceptance of M.G.L. Ch. 64L, Sec. 2(a) – adopt a 0.75% local option meals tax. (Selectmen) A motion of Favorable Action to impose a local meals excise tax was passed by a Counted Vote of 166 In Favor and 6 Opposed.

ARTICLE TWO

Amendment to the Local Room Occupancy Excise tax Under M.G.L. Ch. 64G, Sec. 3A – increase the local option room occupancy excise tax from 4% to 6%. (Selectmen) A motion of Favorable Action to amend the local room

ARTICLE TWO cont'd

occupancy excise to the rate of 6 percent was passed by a Counted Vote of 172 In Favor and 2 Opposed.

Summary of Actions Taken Special Town Meeting November 17, 2009

ARTICLE ONE

Approval of unpaid bills. (Selectmen) A Motion of No Action was passed by a Unanimous Vote.

ARTICLE TWO

Approval of collective bargaining agreements. (Human Resources Director) A Motion of Favorable Action to approve the collective bargaining agreement with the Brookline Police Association was passed by a Counted Vote of 174 In Favor and 1 Opposed.

ARTICLE THREE

Rescission of prior bond authorizations. (Selectmen) A motion of Favorable Action to reduce and rescind \$1,000,000 from the Bond Authorization for assessment and corrective action associated with the Newton Street Landfill, authorized under Article 8, Section 13, Item 56 of the Warrant for the 2009 Annual Town Meeting was passed by a Unanimous Vote.

ARTICLE FOUR

FY2010 Budget Amendments. (Selectmen) A motion of Favorable Action to amend several FY10 line items including the Water and Sewer Enterprise Fund was passed by a Unanimous Vote. Further, a motion of Favorable Action to appropriate \$29,100,000 for remodeling, renovating, reconstructing or making extraordinary repairs to the John D. Runkle School was passed by a Unanimous Vote.

ARTICLE FIVE

Appropriation of Funds for the Carlton Street Entrance to Riverway Park. (Petition of Robert L. Schram and Robert S. Daves) A motion of Favorable Action to appropriate \$1,400,000 to pay the costs of restoration and reconstruction of the Carlton Street Footbridge was passed by a Recorded Counted Vote of 194 In Favor, 24 Opposed and 3 Abstentions. Further, a Resolution urging the Board of Selectmen and Town officials to include suitable handicapped access ramps in the reconstruction of the Carlton Street Footbridge was passed as amended by a Counted Vote of 200 In Favor and 4 Opposed.

ARTICLE SIX

FY2010 Budget Amendment – limitation on expenditures for surveillance cameras. (Petition of Frank Farlow) No Action was taken under this Article.

ARTICLE SEVEN

Conveyance of the Town-owned Fisher Hill Reservoir Site. (Selectmen) A motion of Favorable Action to authorize and empower the Board of Selectmen to sell and convey, for the price of \$3,250,000 the Town-owned land known as the Town-owned Fisher Hill Reservoir Site and said Land to be developed generally as proposed in a response to the Town's Request for Proposals, dated December 16, 2008 and submitted by New Atlantic Development Corporation was passed by a Unanimous Vote.

ARTICLE EIGHT

Amendment to the Zoning By-Law – Zoning Map - adds a new Fisher Hill Overlay District. (Department of Planning and Community Development) A motion of Favorable Action to amend the Zoning By-Law by adding a Fisher Hill Town-Owned Reservoir Site Mixed Income Housing Overlay District was passed by a Unanimous Vote.

ARTICLE NINE

Authorize the Board of Selectmen to Purchase the State-owned Fisher Hill Reservoir. (Selectmen) A motion of Favorable Action to authorize and empower the Board of Selectmen to purchase and take title, for a minimum of \$1 and not to exceed \$800,000, the land and building thereon owned by the Commonwealth of Massachusetts and known as the State-owned Fisher Hill Reservoir was passed, as amended, by a Unanimous Vote.

ARTICLE TEN

Amendment to the Zoning – Zoning Map – adds a new Cleveland Circle Special District. (Department of Planning and Community Development) A motion of Favorable Action to amend the Zoning By-law by adding a Cleveland Circle Local Business District L-0.5 (CL) was passed by a Unanimous Vote.

ARTICLE ELEVEN

Amendments to the Zoning By-Law – family child care homes. (Department of Planning and Community Development) A motion of Favorable Action to amend the Zoning By-Law requiring special permits for Large Family Day Care Homes was passed by a Unanimous Vote.

ARTICLE TWELVE

Amendment to Article 2 of the Zoning By-Law – Definitions – adds definitions of car sharing organizations and commercial motor vehicles. (Department of Planning and Community Development) A motion of Favorable Action, taken together with Article Thirteen, was passed by a Counted Vote of 202 in Favor and 1 Opposed.

ARTICLE THIRTEEN

Amendment to Articles 4, 6 and 7 of the Zoning By-Law – allows car sharing organizations to use some accessory parking spaces. (Department of Planning and Community Development) A motion of Favorable Action, taken together with Article Twelve, was passed by a Counted Vote of 202 in Favor and 1 Opposed.

ARTICLE FOURTEEN

Amendment to the Town By-Laws – establish a new Article 8.28 – mandatory Bicycle Registration. (Petition of Seymour Ziskend) A motion of Favorable Action to establish mandatory bicycle registration was defeated by a Counted Vote of 4 In Favor and 194 Opposed.

ARTICLE FIFTEEN

Resolution to Encourage the Doubling of the Stipends of the Board of Selectmen. (Petition of Francis Caro) A Resolution to gradually increase the Board of Selectmen's stipend to \$7,000 for the Chair and \$5,000 for the regular members was passed, as amended, by a Majority Vote.

ARTICLE SIXTEEN

Resolution Concerning Other Post Employment Benefits (OPEB's). (Petition of Roger Blood) A Resolution to assure the fulfillment of the Town's OPEB obligations it has made to its current and retired employees and to avoid ballooning property taxes was passed by a Unanimous Vote.

ARTICLE SEVENTEEN

Resolution Concerning a Treaty to Eliminate Nuclear Weapons. (Petition of Susan Gracey) A Resolution supporting the call of the U.S. Conferences of mayors to the President of the United States for a verifiable treaty to eliminate nuclear weapons was passed by a Majority Vote.

ARTICLE EIGHTEEN

Reports of Town Officers and Committees. (Selectmen) A report was presented by the Selectmen's Climate Action Committee.

2009 Town Meeting Attendance							
Precinct	Name	Eligible	Attended	Precinct	Name	Eligible	Attended
15	Alexanderian, Edwin	6	6	AL	DeWitt, Betsy	6	6
05	Allen, Richard E.	6	6	05	DeWitt, Dennis J.	6	6
16	Allen, Robert L.	6	6	11	Ditkoff, Joseph M.	6	6
03	Alvarado, Matthew James	4	0	15	Dow, Joseph Sheffield	6	3
15	Ames, Mariela	6	4	01	Downes, Sherrell B.	6	6
06	Anderson, Catherine C.	6	5	11	Dryfoos, Paul R.	6	6
15	Andreadis, Anthony T.	6	6	07	Ellis, Susan P.	6	5
04	Axelrod, Sarah T.	6	6	05	Elwertowski, Thomas C.	6	6
11	Bain, Dixon	6	6	04	Farlow, Frank W.	6	5
07	Ball, Ellen B.	6	5	04	Farlow, Martha A.	6	6
16	Basile, Beverly A.	6	5	09	Feinman, Marvin A.	6	6
15	Basile, Robert W.	6	6	08	Feinstein, Steven P.	6	4
06	Bassett, John	6	5	13	Fine, Jonathan S.	6	5
01	Beane, Linda R.	6	5	13	Fischer, Andrew	6	6
13	Benka, Carla Wyman	6	5	14	Fishman, Gill	6	5
AL	Benka, Richard (Dick)	6	5	01	Franco, Benjamin J.	6	5
16	Berger, Eileen Connell	6	5	15	Flanagan, Jane	3	3
16	Berger, Michael	6	5	01	Frank, Ellen T.	6	5
09	Birnbaum, Benjamin	6	4	16	Frawley, Regina M.	6	6
13	Blood, Roger F.	6	3	13	Freeman, John W.	6	6
03	Bohrs, Harry K.	6	6	08	Friedman, Franklin D.	6	6
04	Brickman, Edith R.	6	6	14	Friedman, Harry K.	6	6
13	Brooks, Deborah G.	6	6	16	Friedman, James E.	6	4
12	Brown, Catherine P.	6	3	14	Friedman, Paula K.	6	4
14	Bunnell, Craig A	6	5	AL	Gadsby, Edward (Sandy)	6	6
12	Burstein, Michael A.	6	6	10	Gaehde, Stephan A.	6	4
08	Caro, Carol B.	6	6	16	Gallitano, Thomas J.	6	6
08	Caro, Francis G.	6	6	03	Geist, Kathe Sternbach	6	5
01	Cavell, Cathleen C.	6	4	09	Geller, Joseph T.	6	6
13	Chanyasukit, Chris	6	6	15	Geller, Marvin N.	6	6
10	Chertok, Sumner J.	6	5	04	Gerdts, Nadine	6	4
16	Chessman, Daniel	6	6	07	Giller, Phyllis D.	6	5
02	Chin, Kenneth W.	6	6	03	Gilman, Jane C.	6	6
08	Coehlo, Paula Jo	6	6	16	Gladstone, Scott C.	6	5
12	Cohen, Bruce B.	6	6	10	Glassoff, Eric Charles	6	3
07	Cohen, Susan F.	6	6	08	Golden, Jack	6	6
03	Connors, Patricia	6	6	08	Goldstein, David-Marc	6	6
06	Conquest III, Arthur Wellington	6	6	07	Goldstein, Elizabeth (Betty)	6	6
01	Cook, Ernest	6	5	AL	Goldstein, Kenneth M.	6	6
12	Cooke-Childs, Lee	6	6	14	Goodman, Caryl I.	6	6
04	Cooper, Ingrid E.	6	6	01	Gordon, Neil R.	6	5
12	Cotney, David James	6	3	12	Grand, Jonathan H.	6	5
10	Coughlin, William J.	6	5	07	Gray, Mark A.	6	5
01	Covert, Anne S.	6	6	07	Greene, Bernard W.	6	6
02	Daisy, Stephen R.	6	3	12	Greenfield, Stefanie A.	6	5
AL	Daly, Nancy A.	6	6	14	Gregson, Annette	6	6
05	Daves, Robert S.	6	6	05	Gross, Betsy Shure	6	6
10	Davis, Jonathan H.	6	6	15	Guzelian, Nancy Diane	6	6
10	Davis, Linda M.	6	6	15	Hall, John L.	6	5
11	de Fougerolles, Paula	6	6	05	Hamlin, David	6	6
03	Dewart, Mary D.	6	6	07	Hardebeck, Kelly A.	6	5
03	Dewart, Murray	6	6	04	Harrington, Kevin	6	6

Precinct	Name	Eligible	Attended	Precinct	Name	Eligible	Attended
05	Harrington, Philip	6	6	02	O'Brien, Barbara A.	6	6
05	Harris, Mary J.	6	5	06	O'Donnell, Kerry	6	3
12	Hatchett, Casey	6	6	05	O'Leary, Phyllis R.	6	5
08	Heller, Nancy S.	6	6	05	Olins, Andrew M.	6	6
10	Henry, Wendy	6	5	04	O'Neal, Sr., Donelle S.	6	6
01	Herman, Helen Y.	6	5	02	Pehlke, Linda Olson	6	6
01	Hillman, Carol B.	6	6	09	Powell, William B.	6	5
11	Hinds, Isabella	6	0	06	Pratt-Otto, Stephen G.	6	6
11	Homer, Joanne P.	6	6	09	Rabinovitz, Stanley N.	6	3
13	Hoy, Francis Charlton	6	5	09	Radlo, Shirley	6	6
06	Humphrey, Systke V.	6	6	08	Ravitz, Randall Evan	6	6
08	Johnson, Anita L.	6	3	12	Reed, Thomas A.	6	5
01	Johnson, Emily Winn	6	3	02	Richmond, Edward L.	6	6
14	Johnson, Georgia M.	6	3	04	Robinson, Joseph E.	6	5
16	Jonas, Alisa G.	6	6	06	Roffman, Ian D.	6	5
03	Jones, Gary D.	6	5	08	Roll, Evelyn Ayash	6	3
09	Jozwicki, Barr A.	6	6	09	Rosenstein, Harriet	6	5
09	Jozwicki, Joyce	6	6	09	Rosenthal, Martin R.	6	6
16	Jurich, Joseph G.	6	5	12	Ross, A. Joseph	6	6
02	Kahl, Christopher A.	6	5	15	Rourke Jr., James C.	6	4
15	Kahn, Janice S.	6	6	15	Rudman, Deborah D.	6	6
06	Kane, Brian	6	5	07	Sable, Sloan K.	6	6
13	Kaplan, Ruth L.	6	5	15	Sadeghi-Nejad, Ab	6	6
07	Katz, Estelle	6	5	16	Safer, Joshua D.	6	6
09	Katz, Pamela C.	6	6	10	Salkin, Lori D.	6	6
07	Katz, Pauline Ponnice	6	5	13	Saner, Paul A.	6	6
12	Klafter, David B.	6	6	03	Scanlon, Kathleen	2	2
11	Knable, Bobbie M.	6	6	06	Schechtman, Amy N.	6	5
10	Koch, Christopher A.	6	4	01	Schram, Robert L.	6	6
03	Koff, Laurence Kragen	6	5	08	Scotto, Barbara C.	6	6
16	Koocher, Gerald P.	6	5	13	Selwyn, Lee L.	6	6
09	Lang, Kevin E.	6	3	05	Senator, Susan	6	4
06	LaPlante, Virginia W.	6	5	13	Senecal, Barbara M.	6	6
11	Lawson, William	6	6	08	Senturia, Margaret (Peg)	6	5
14	Levitan, Fred	6	6	03	Shapiro, Gregg David	6	4
02	Lianides-Chin, Barbara A.	6	6	11	Shield, Joel D.	6	6
03	Liautaud, Joanne	6	6	07	Shon-Baker, Rita S.	6	6
11	Lindquist, Gwen Pritchard	6	5	11	Sidor, Monica	6	5
14	Lipson, Roger R.	6	5	09	Simansky, Harold Mark	6	6
02	Liss, Lisa E.	6	5	10	Skagestad, Finn Peter	6	5
14	Lodish, Pamela C.	6	6	12	Slotnick, William E.	6	6
13	Lohe, Werner	6	6	06	Smith, Kim N.	6	6
11	MacDonald, Bradley A.	6	6	04	Smith, Virginia A.	6	6
07	Margolis, Jonathan J.	6	6	AL	Smizik, Hon. Frank Israel	6	5
03	Martin, Lois J.	6	6	16	Sneider, Arthur	6	5
02	Mason, Judith E.	6	6	06	Sneider, Ruthann	6	6
05	Mattison, Hugh	6	6	06	Sperber, Edith W.	6	4
04	McCarrell, Sharon L.	6	5	06	Sperber, Robert I.	6	3
02	McNally, Rita K.	6	6	02	Spiegel, Diana Lees	6	6
05	Meiklejohn, D. Randolph	6	6	08	Spiegel, Samuel	6	6
AL	Mermell, Jesse R.	6	6	02	Spiegel, Stanley L.	6	6
14	Merrill, Cameron S.	6	6	10	Spingarn, Alexandra (Sandy)	6	3
14	Merrill, Chou Chou	6	6	16	Stavis-Zak, Joyce E.	6	6
14	Merrill, Michael W.	6	6	03	Steinfeld, Frank R.	6	6
12	Meyers, Judy	6	6	10	Stern, Benjamin	6	5
14	Mittel, Shaari S.	6	5	08	Stock, Sara	6	5
09	Moore, Bruce	6	5	03	Stone, Rebecca E.	6	6
11	Moran, Maryellen	6	6	09	Swartz, Charles	6	6
02	Morrissey, Robert	6	5	10	Sydney, Ronny M.	6	6
01	Morse, Stephen R.	6	5	04	Taylor, Melinda A.	6	5
15	Mueller, Karen Weltchek	6	4	11	Tolkoff, Josh	6	6
04	Mulhane, John T.	6	5	03	Trachtenberg, Myra R.	6	6
15	Nangle, Richard	6	6	10	Traister, Michael S.	6	6
04	Nobrega, Mariah C.	6	5	04	Trietsch, David M.	6	6
12	Oates, Michael F.	6	6	14	Union, Lauri E.	6	5

Precinct	Name	Eligible	Attended
13	VanScoyoc, John R.	6	5
01	Vitolo, Thomas John	6	6
05	von Krusenstiern, Lenore K.	6	6
AL	Ward, Patrick J.	6	6
13	Warner, Donald A.	6	6
06	Warren, Henry B.	6	6
12	Weitzman, Donald C.	6	6
11	Wenc, Karen	6	5
15	Wheeler, William Morton	3	0
02	White, Eunice	6	5
05	Wishinsky, Neil A.	6	5
02	Wolff, Bruce	6	6
01	Zabak, Steve S.	6	6
07	Ziskend, Alan	6	6
07	Ziskend, Seymour A.	6	6
10	Zuker, Molly Gross	6	6

RESOLUTIONS PASSED IN 2009**1. A Resolution encouraging food establishments to provide calorie and nutrition information to consumers at the point of sale.**

WHEREAS obesity is a growing epidemic in America affecting both our youth and adult populations; and that

WHEREAS obesity increases the risk of heart disease type two diabetes and some cancers reduces life expectancy increases disability increases social stigma decreases work productivity and school achievement and increases health care costs; and

WHEREAS it is the mission of the Town of Brookline Department of Public Health to preserve promote and improve the health of Brookline citizens and to control and prevent dangerous contagious and infectious diseases; and

WHEREAS obesity may be prevented through the combined efforts of the whole community Many factors over the years are responsible for the current obesity epidemic;

THEREFORE BE IT RESOLVED that Brookline Town Meeting firmly believes that individual knowledge motivation and skills may be insufficient to fully address and curb the problem of obesity Individual behavior is greatly influenced by the policies and practices of organizations including food service establishments throughout the community that either promote or thwart individual efforts to engage in healthy eating and physical activity.

TOWN MEETING THEREFORE URGES that food service establishments provide when feasible calorie and other general nutritional information to consumers at point of sale and Food service establishments are encouraged to provide and promote an increased number of healthy food and beverage options

2. A Resolution concerning the Citizen Complaint Policy.

WHEREAS an incident involving T6MM Arthur Conquest and others on May 24 2007 after a Zoning Board of Appeals meeting at Town Hall followed by events involving the Brookline Police and the Board of Selectmen led to the Selectmen establishment of a Citizen Complaint Review Committee CCRC which in January presented to a final report recommending a number of changes in procedures for handling citizen complaints regarding police conduct; and

WHEREAS for two decades those procedures were derived from the 1987 Report on Police Community Relations a unanimous Board of Selectmen response to widespread community concerns not just about obtaining better and more transparent accountability but also about protecting civil rights and providing greater racial justice while trying to be fair to both citizens and officers Civil rights specialists widely praised the 1987 Report eg Martin Walsh regional director of the US Justice Department Community Relations Service in the *Boston Globe* "I was very impressed with what Brookline did. This is what we keep discussing with various town and city officials They have to take the leadership role The leaders in this case have said this is what Brookline stands for in terms of civil rights."; and

WHEREAS anything diminishing the reforms in place since 1987 must be justified by a high burden of proof and compelling reasons; and

WHEREAS the current procedure for deciding whether to grant a full selectmen hearing a single selectman request for serious complaints Class A or policy issues Class C and two selectmen for others Class B led to almost no hearings for two decades so clearly some changes are needed While the CCCR proposed one salutary improvement in that procedure an informal presentation by the complainant it also proposed increasing to three the number of selectmen votes required to grant a full hearing The committee majority offered two rationales for this major step backward that the new informal presentation will lead to the granting of more appeals and that civil service laws conflict with the two-decade-old procedure These rationales are respectively speculative and legally unconvincing Brookline officials of the Police Department the Police Union and Town Counsel were closely consulted in 1987 as were state civil service officials and none objected Unless clearly unnecessary or clearly unlawful neither being the case the 12 vote 1987 procedures should be retained; and

WHEREAS the CCRC majority rejected proposals to simply urge studies of two issues that were clearly raised by the May 2007 incident the development of procedural guidelines for officers seeking criminal complaints regarding situations in which they themselves are not actual witnesses and procedures for citizen complaints concerning non-Police officials;

NOW THEREFORE BE IT RESOLVED THAT Town Meeting urges the Board of Selectmen

1. to the extent permitted by civil service law to reject the CCRC's twofold recommendation (a) to abandon the current procedure adopted in 1987 requiring the Selectmen to grant a full appeal hearing requested by a complainant

- at the request of any individual selectman for a complaint deemed either Class A (alleging "excessive force unreasonable deprivation of individual rights conduct or behavior derogatory of a person's race religion or ethnic origin") or "Class C" (questioning "policy issues") and
- at the request of any two selectmen for a Class B matter (regarding all other nontrivial complaints);

and (b) to put in its place a new requirement that at least three selectmen must vote to grant a full appeal hearing for complaints of all classes; and

2. to take the following three measures, which were considered but not recommended by the CCRC despite the near-unanimous support of those who testified at its final hearing:

- a. study and in consultation with the Chief of Police establish procedures to be followed when officers seek the issuance of criminal complaints regarding situations in which the police themselves are not witnesses to the alleged crime;
- b. oversee the development of procedures for citizen complaints concerning Town officials and employees of departments other than the Police Department final responsibility for their adoption and implementation residing with the Selectmen; and
- c. add to current policy concerning the handling of citizen complaints a provision requiring that written submissions by appellants and/or witnesses that dispute or supplement the police investigative report be appended to the report.

3. A Resolution Opposing Police Surveillance Cameras.

WHEREAS the United States Constitution and the Massachusetts Declaration of Rights provide for a right to privacy which is undermined by increasing governmental intrusion into the privacy of citizens at all levels; and

WHEREAS we desire to live in a free and open society not under the watchful eye of Big Brother spying on citizens in public spaces characteristic of the Chinese government the government of the former Soviet Union South Africa under Apartheid and other repressive societies; and

WHEREAS the Board of Selectmen by a vote of 32 has approved the use of a police video camera surveillance system funded largely by the U.S. Department of Homeland Security (DHS) for one-year trial period; and

WHEREAS these cameras will operate 24 hours per day seven days a week and will record activities in twelve public locations in Brookline making digital recordings which can be stored and shared with images available to law enforcement authorities in eight other neighboring towns to the state police and to DHS; and

WHEREAS the National Security Agency under DHS has engaged in extensive data mining about private citizens and created databases containing vast amounts of information as has the Commonwealth Fusion Center created under Governor Romney and DHS has promoted police camera surveillance systems as part of a massive infrastructure being created for government surveillance of our activities; and

WHEREAS the digital cameras have the capacity to pan tilt and zoom in and observe the activities of residents engaged in lawful activities for example observing and recording what they are reading the people with whom they are engaged in conversation and peaceful political demonstrations; and

WHEREAS the creation of the infrastructure for government surveillance of the daily activities of the people using among other things police cameras and government databases poses a threat to our liberty substantially different from privately owned cameras in places of business; and

WHEREAS such police camera systems used for general surveillance purposes in Britain and other parts of the United States have been studied thoroughly and scientifically thus making a trial period unnecessary and a waste of time and taxpayer dollars; and

WHEREAS studies uniformly show that such government camera systems are not effective at preventing or solving crime or preventing terrorism; and

WHEREAS studies also show that alternative measures like improved lighting and community policing can reduce all types of crime by about twenty percent and are a better investment of our limited resources; and

WHEREAS the purposes of the Brookline police surveillance camera system have been described in varying and confusing ways and without evidence to demonstrate that those purposes can be achieved by the cameras and residents are skeptical of the asserted primary purpose - aiding in evacuations from Boston -because the police are aware of intersections which are grid-locked every day but are unable to provide relief; and

WHEREAS the digital images captured by the DHS-funded police cameras will generally be available to anyone who requests copies under the Commonwealth's public records law and can be distributed further without any restrictions; and

WHEREAS no significant benefit has been demonstrated that would outweigh the intrusion on personal freedom and privacy and

WHEREAS in this time of economic crisis there is concern about the considerable costs of this system not covered by DHS including many hours of labor by police officers and other Town employees maintaining the required records training personnel and setting up maintaining and repairing the cameras computers monitors software and related equipment and

WHEREAS experience with general police surveillance cameras elsewhere especially in Britain strongly suggests that keeping such a system small and limited is unlikely due to demands for expansion and increased monitoring and other government agency requests for data sharing and

WHEREAS the Cambridge City Council voted 9-0 in January 2009 to reject the use of a similar DHS-funded surveillance camera system;

NOW THEREFORE BE IT RESOLVED that Town Meeting urges the Board of Selectmen to immediately terminate the trial period and order the removal of the general police surveillance cameras funded by the Department of Homeland Security.

4. A Resolution for Single Payer Health Care.

WHEREAS skyrocketing healthcare costs for public employees are placing a heavy financial burden on all municipalities and towns in the Commonwealth; and

WHEREAS legislation has been filed in the General Court HB 2127 creating the Massachusetts Health Care Trust a Single Payer public entity that would provide comprehensive lifetime care coverage to every resident of the Commonwealth; and

WHEREAS this recently updated legislation is co-sponsored by 11 members of the senate and 38 members of the house in 2009; and

WHEREAS the main purpose of this legislation is to establish a rational patient centered system of health insurance financing that would save money and guarantee health care as a right for all Massachusetts residents by consolidating and streamlining administrative and clinical functions; and

WHEREAS two reports commissioned by the Massachusetts Medical Society found that a Single Payer system would offer the most care and highest level of savings for Massachusetts compared to all other reform options and many reports from other states by the Lewin Group show that Single Payer reform would save money and cover everybody; and

WHEREAS the present health care law (Chapter 58) has failed to achieve universal healthcare coverage and is unable to control the costs of healthcare that are contributing to the budget deficits for the Commonwealth and municipalities across the state.

NOW THEREFORE BE IT RESOLVED that the Town Meeting of Brookline urges the Legislature to enact legislation that includes the major provisions of the Single Payer Health Care Trust bill HB 2127 and the Town Meeting call upon Senator Cynthia Creem Representative Michael Rush Representative Jeffrey Sanchez Representative Frank Smizik and Representative Michael Moran to work towards the passage of fully-developed legislation that will lead to implementation in Massachusetts of a single payer health care program so that all the residents will have full health coverage as a matter of right with the cost to be shared by all of the citizens of the Commonwealth.

5. A Resolution to Commemorate the Tenth Anniversary of the Brookline-Xi'an China Exchange Program and Acknowledge the Friendship Between the People of Brookline and the People of Xi'an China.

WHEREAS Brookline High School has engaged in a student and teacher exchange program with the Gao Xin Number One High School in Xi'an, China for the past ten years;

WHEREAS hundreds of residents of Brookline including students parents teachers and other community members have formed friendships with their Chinese counterparts as a result of the Brookline-Xi'an Exchange Program;

WHEREAS the Brookline-Xi'an Exchange program has fostered an increased mutual cultural awareness between the people of the United States and China;

WHEREAS The Brookline-Xi'an Exchange program has provided a valuable educational opportunity for both American and Chinese students;

NOW THEREFORE BE IT RESOLVED THAT Town Meeting commemorates the tenth anniversary of the Brookline-Xi'an China Exchange Program and acknowledges the valued friendship between the people of Xi'an and the people of Brookline.

6. A Resolution concerning the accessibility of the Carlton Street footbridge.

WHEREAS accessibility to public facilities for everyone, regardless of whether able-bodied or physically challenged, has come to be understood as a basic human right that the town of Brookline supports, and

WHEREAS reconstruction of the Carlton Street Footbridge will restore an important entry point to Riverway Park and offer a superb Olmsted-designed view of the park at this entry point,

THEREFORE BE IT RESOLVED THAT the Brookline Town Meeting requests that the Board of Selectmen and other relevant Town officials work diligently with appropriate State officials in order that the reconstruction of the Carlton Street Footbridge includes suitable handicap-accessible features so that all may benefit from access to Riverway Park and the vista thereof that the reconstructed footbridge will provide.

7. A Resolution to encourage increasing the stipends of the Board of Selectmen.

WHEREAS members of the Board of Selectmen in serving the Town carry heavy, time demanding responsibilities;

WHEREAS stipends for members of the Board of Selectmen have remained the same (\$3,500 for the chair and \$2,500 for other members) for at least 30 years;

WHEREAS the purchasing power of the stipends has been eroded through inflation by more than 50% since the last time that they were increased;

THEREFORE BE IT RESOLVED THAT: Going forward, the Advisory Committee is encouraged at regular intervals to review the stipends for members of the Board of Selectmen and make recommendations for adjustments that are incorporated in the budget presented to Town Meeting

8. A Resolution concerning Other Post Employment Benefits (OPEB's).

WHEREAS, the Town's "Other Post Employment Benefit (OPEB) Task Force" whose mission was to assess methods for reducing and funding the Town's OPEB liability, cites in its June 2009 Report actuarial calculations projecting the Town's unfunded obligation to its share of the cost of health care for retired Town and School employees to be approximately \$225 to \$347 million as of June 30, 2010; and

WHEREAS, if the Town does not undertake substantial, timely, and sustained OPEB funding, as well as important cost containment measures, this massive unfunded obligation to its retired employees will multiply to over \$900 million over the next 30 years; and

WHEREAS, the OPEB Task Force unanimously concluded that "the Town needs to prefund its OPEB liability", and that "If the Town does not alter course with respect to OPEB funding, it will be faced with the stark choice of ballooning taxes or sharply reduced services (or both)"; and

WHEREAS, the OPEB Task Force also concluded unanimously that "If we do not prefund the liability, it is highly likely that the Town will be unable to provide other Town and School services at the current levels, as most of the Town's and School's budget will be dedicated to paying for retiree health costs" and

WHEREAS, the OPEB Task Force unanimously recommended a specific annual schedule for the Town to fund its OPEB liabilities, which payment schedule would begin to slow and eventually reverse the further growth of this massive unpaid obligation amount; and

WHEREAS, the January 2008 Final Report of the Town of Brookline Override Study Committee, citing the massive and growing unpaid Town liability for retiree health care, states: "Ideally, the town should set aside \$4 million per year to finance future retiree health costs and increase this amount by 4% each year", and furthermore, "if the town receives other large one-time revenue increases, such as the proceeds from selling taxi licenses, the town should add these to the fund for retiree health";

NOW, THEREFORE, BE IT RESOLVED that this Town Meeting endorses the following actions in order to sustain the Town's current high quality of municipal and school services, to assure the fulfillment of the obligations it has made to its current and retired employees, and to avoid ballooning property taxes:

1. To budget for and to fund the amounts as unanimously recommended by the OPEB Task Force, which began at \$250,000 in FY2010, increasing by \$250,000 each year thereafter for the purpose of slowing the future growth of, and eventually reducing, the Town's unpaid obligation to provide health care benefits to its retired employees; and
2. To appropriate a significant percentage of any future one time revenues for the purpose of funding the Town's unpaid obligation to provide health care benefits to its retired employees.

FURTHERMORE, BE IT RESOLVED that the Advisory Committee and Board of Selectmen should, in their respective annual budget deliberations, give serious consideration to the other funding and cost containment recommendations of the OPEB Task Force for managing and controlling the Town's retiree health care costs, which are a massive, growing unpaid debt of all Brookline's present and future citizens.

9. A Resolution concerning a Treaty to Eliminate Nuclear Weapons.

WHEREAS the U.S. Conference of Mayors in 2008 voted unanimously to urge the President to negotiate for a verifiable treaty to abolish nuclear weapons because there is no adequate municipal response to a nuclear attack,

WHEREAS the U.S. Conference of Mayors at its annual meeting in June, 2009 urged "the International Commission on Nuclear Non-proliferation and Disarmament to adopt 2020 as the target date for the achievement of a nuclear-weapon-free world" and

WHEREAS President Obama in April 2009 declared "America's commitment to seek the peace and security of a world without nuclear weapons", and further stated that "the United States will take concrete steps towards a world without nuclear weapons."

BE IT RESOLVED that we the Town of Brookline, Massachusetts supports the unanimous, urgent call of the U.S. Conference of Mayors to the President of the United States to commence negotiations for a verifiable treaty to eliminate nuclear weapons, and calls on the Board of Selectmen of the Town to send a message of support for these negotiations to the President of the United States, and to our members of Congress.

**SUMMARY OF RESOLUTIONS ADOPTED BY TOWN MEETING
REQUIRING ACTION BY THE SELECTMEN OR DEPARTMENTS**

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '01 Annual	20	Calls on the Great and General Court to support statewide legislation banning the use of cellular telephones while operating a motor vehicle.	The Resolution was sent to the Court, Governor, Attorney General, Executive Office of Public Safety, Boards of Selectmen, and Mayors.
May '01 Annual	23	Supports the abolition of the death penalty and the passage of the Innocence Protection Act.	The Resolution was sent to death penalty abolition leaders, the Governor, the Town's legislative delegation, and President of the U.S.
Nov. '01 Special	16	Calls on the General Court to adopt legislation requiring all school buses to be fitted with three-point lap and shoulder restraints by July, 2003. Also, calls upon the Town's representatives in such matters to research and arrange compliance.	Copies of the Resolution were sent to each member of Brookline's legislative delegation asking that it be brought to the attention of the Ways and Means Committee and other appropriate legislative bodies and officials.
May '02 Annual	13	Calls on the Town's Zoning By-Law Commission to conduct an investigation into "Mansionization".	Referred to the Zoning By-Law Commission for Review.
Nov. '02 Special	1	Supports the opposition of any U.S. attack on Iraq and requests that the Board of Selectmen transmit this resolution to our congressional delegation.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.
May '03 Annual	17	Seeks the revocation and elimination of provisions of the USA PATRIOT Act, the Homeland Security Act, and other Executive Orders that are deemed to diminish civil liberties.	Resolution was posted in public places and sent to the Norfolk County D.A., State Police, Town's legislative delegation, State Attorney General, Governor, local U.S. Attorney, the U.S. Attorney General, and President of the U.S.
May '05 Annual	25	Calls for children's welfare organizations to be informed and for Town groups to explore raising awareness about corporal punishment of children.	The resolution was widely publicized.
Nov. '05 Special	29	Supports the construction and implementation of a plan to withdraw troops from Iraq.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.
May '06 Annual	30	Supports the improvement of the Gateway East Area.	The Town continues to support the Village Square Project (formerly called Gateway East). Design plans are currently underway.
Nov. '06 Special	26	Reaffirms the Town's commitment as a Sanctuary Town, endorses the platform of the Keep Our Families Together Campaign, calls upon the U.S. Department of Homeland Security and U.S. Immigration and Customs Enforcement to issue a moratorium on immigration raids until Congress comes to an agreement on comprehensive immigration reform and urges the U.S. Senate to defeat HR 4437 and urges the President to veto any such legislation.	A copy of this resolution was sent to the Massachusetts Congressional delegation and to the President of the U.S.
Nov. '06 Special	28	Urges that at least 50% of Town committee meetings should be held in the evening.	Notification of the resolution was sent to all Boards and Commissions.
Nov. '07 Special	22	Urges support for Support Tax Exemptions and Incentives Legislation for Certain Property Owners Using Wind and Solar Power.	Copies of the Resolution were sent to each member of Brookline's legislative delegation.
Nov. '07 Special	23	Support Statewide Legislation to Encourage the Purchase of Fuel-Efficient Vehicles.	Representative Frank Smizik filed legislation at the state level.
May '08 Annual	30	Urges the Town and the unions to proceed with good faith negotiations for joining the Group Insurance Commission (GIC) and resolve further that future consideration of appropriations for labor agreements take into account the status of efforts to opt into the GIC.	The Town and the union Public Employee Committee reached an agreement to switch to the state Group Insurance Commission effective July 1, 2010.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '08 Annual	32	Calls on the Commonwealth of Massachusetts, the Federal Government, and Governments of the World to cap greenhouse gas emissions and reduce emissions by 20% by 2020 and 80% by 2050.	The resolution was widely publicized.
Nov. '08 Special	27	Urges the Selectmen to establish a unified snow removal enforcement/warning program, establish and maintain a credible, well-publicized, fair, and readily available program, to help residents who cannot clear their own abutting sidewalks; and review at a public hearing each November the various departments' plans for public education, enforcement, and assistance for residents who need help.	This resolution calls for a public hearing in November 2009.
Nov. '08 Special	28	Recognizes the efforts of the Parks Department and the Conservation Commission to control invasive species on public property and encourages the Town to continue to provide information to the public on invasive species and how to control those species on private property.	The Parks and Open Space Division's website includes an overview of invasive plants and a Plant Management Guide which will be updated with descriptions of several additional plant species. The Division also has a comprehensive management program for invasive and nuisance plants on Town-owned lands and all other open spaces.
May '09 Annual	16	Encourages food service establishments to provide when feasible calorie and other general nutritional information to consumers at point of sale.	The resolution was widely publicized.
May '09 Annual	23	Urges the Board of Selectmen to revise its citizen complaint procedures so that at least three selectmen must vote to grant a full appeal hearing for complaints of all classes and to reconsider three measures reviewed but not recommended by the Citizen Complaint Review Committee.	Effective July 28, 2009, the Board of Selectmen and Chief of Police adopted a revised complaint review and disciplinary procedure which included many of the recommendations urged in the Town Meeting resolution.
May '09 Annual	25	Urges the Board of Selectmen to immediately terminate the trial period and order the removal of the general police surveillance cameras funded by the Department of Homeland Security.	The Chief of Police offered a compromise plan, closing the cameras except for the hours of 10 PM to 6 AM, the time period of highest crime and minimal impact on citizens; the Selectman voted to adopt the compromise plan. This plan is in effect as of January 25, 2010.
May '09 Annual	27	Urges the Legislature to enact legislation that will lead to implementation of Massachusetts as a single payer health care program.	Through this resolution the Town expressed its support for the Massachusetts Health Care Trust Bill HB 2127.
May '09 Annual	28	Recognizes the tenth anniversary of the Brookline-Xi'an China Exchange Program.	Through this resolution, the Town of Brookline acknowledged the valued friendship between the people of Xi'an and the people of Brookline.
Nov. '09 Special	5	Asks the Board of Selectmen and other Town officials to work diligently with appropriate State officials in order that the reconstruction of the Carlton Street Footbridge includes suitable handicap-accessible features.	The Town has developed a preliminary plan for the Rehabilitation of the Carlton Street Footbridge that provides for universal access by appending compliant ramp structures to both sides of the footbridge, historically serviced only by stairs.
Nov. '09 Special	15	Encourages the Town to gradually increase the Selectmen's stipend and encourages the Advisory Committee to review the stipends and make recommendations for adjustments.	The Advisory Committee had a lengthy debate during the budget review of the Selectmen's budget and ultimately voted to level fund the Selectmen's stipends in the FY11 budget.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
Nov. '09 Special	16	Urges the Advisory Committee and Board of Selectmen to give serious consideration to the other funding and cost containment recommendations of the OPEB Task Force for managing and controlling the Town's retiree health care costs.	The FY11 Financial Plan increased funding from the General Fund from \$250K to \$750K, committed the reduction in the Non-Contributory Retirees appropriation to OPEB's, and began assessing special revenue funds for a portion of the per FTE OPEB cost. In addition, the Town and unions agreed to enter the GIC, one of the cost containment recommendations. Lastly, the FY11 Financial Plan continued to reduce FTE's, another cost containment recommendation.
Nov. '09 Special	17	Calls on the U. S. Conference of Mayors and President of the United States to commence negotiations for a verifiable treaty to eliminate nuclear weapons, and calls on the Selectman to send a message of support for these negotiations to the President of the United States, and to our members of Congress.	Through this resolution the Town expressed support for the work of President Obama and the over 3,000 mayors worldwide who have committed their cities to the effort to abolish nuclear weapons.

GENERAL GOVERNMENT

TOWN CLERK

Patrick Joseph Ward

On Tuesday, May 5, 2009, the Annual Town Election was held. Polling places were open from 7:00 A.M. to 8:00 P.M. A total of 3,612 of the 33,515 eligible registered voters in the Town, or 10.77%, participated in this election.

On Tuesday, May 26, 2009, at 7:00 P.M., Town Meeting Members convened for the Annual Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium. The Annual Meeting was adjourned to Wednesday, May 27, 2009 and dissolved on Tuesday, June 2, 2009 at 11:26 P.M. in order to complete the business of the thirty-one article Warrant. Significant actions taken at the Annual Meeting included the approval of the FY2010 budget with total appropriated expenditures of \$197,093,001 for the Town of Brookline including, but not limited to, the following special appropriations:

- \$75,000 for the removal of the pump-house and transformer buildings near the intersection of Route 9 and Warren Street at the Brookline Reservoir;
- \$350,000 for the refurbishment of Fire Engine #4;
- \$1,000,000 for the purchase of a Fire Engine;
- \$1,720,000 for the rehabilitation of streets;
- \$100,000 for traffic calming studies and improvements;
- \$256,000 for the rehabilitation of sidewalks;
- \$60,000 for the purchase of multi-space parking meters;
- \$260,000 for the renovation of playground equipment, fields and fencing;
- \$120,000 for the rehabilitation of town-owned parking lots;
- \$120,000 for the rehabilitation of Town and School Grounds;
- \$150,000 for the removal and replacement of trees;
- \$625,000 for roof repairs and replacements in Town and School facilities;
- \$400,000 for the expansion of classroom capacity in various schools;
- \$3,280,000 for costs and settlement of claims associated with the Newton Street Landfill;
- \$4,275,000 for assessment and corrective action associated with the Newton Street Landfill; and
- \$1,200,000 for remodeling, renovating, reconstruction or making extraordinary repairs to the garages located on the grounds of the Town Hall Complex.

Other actions taken at the Annual Meeting included:

- a Resolution urging the Transportation Board to utilize a portion of its traffic-calming budget to work on Welland Road;
- the establishment of a School Facility maintenance Fund;
- to authorize the Board of Selectmen to lease, for not more than ten years, the land and building located at 55 Newton Street;
- increasing the membership and composition of the Council on Aging;
- increasing the membership and composition of the Planning Board;
- a Resolution urging food service establishments to provide calorie and other general nutritional information to consumers and to provide and promote an increased number of healthy food and beverage options;
- an amendment to the Zoning By-Law allowing the Zoning Board of Appeals to waive, by special permit, up to ten spaces or up to fifty percent, whichever is greater, of any increased parking required for new uses that are primarily in existing buildings;
- an amendment to the Zoning By-Laws exempting additional outdoor seasonal seating space from parking requirements;
- an authorization to empower the Board of Selectmen to file a petition with the General Court exempting all positions, except Police Officers and Firefighters, regardless of rank, from Civil Service;
- an authorization to empower the Board of Selectmen to file a petition with the General Court expanding the residency requirement for Police Officers to include applicants who have graduated from Brookline High School within ten years of the Civil Service Exam date;

- a Resolution urging the Board of Selectmen to establish procedures for Police Officers who seek criminal complaints when the police are not witnesses to the alleged crime; establish procedures for citizen complaints against Town officials and employees of departments other than the Police Department; and to require written submissions by appellants and/or witnesses that dispute or supplement the police investigative report to be appended to the investigative report;
- a Resolution urging the Board of Selectmen to continue the infrastructure video monitoring system (CIMS) Pilot Program, as approved by the Board of Selectmen on January 13, 2009 and to report their findings by the first Annual Town Meeting following the conclusion of the trial period and that such an evaluation include the effectiveness of the cameras in achieving their intended emergency preparedness; future ongoing costs; and any potential impacts on civil liberties and constitutional rights;
- a Resolution urging the State Legislature to enact legislation that includes the major provisions of the Single Payer Health Care Trust Bill – HB 2127 and to urge the Town's legislative contingent to pass fully-developed legislation that will lead to implementation in Massachusetts of a Single Payer Health Care program;
- a Resolution commemorating the Tenth Anniversary of the Brookline – Xi'an China Exchange Program and acknowledging the valued friendship between the people of Xi'an and the people of Brookline;
- the approval of naming the rotary located at the intersection of Pond Avenue and Chestnut Street as the "Paul Pender Rotary"; and
- the approval of the change in name of Incinerator Drive to "Saw Mill Road".

Town Clerk Patrick Joseph Ward asked for a moment of silence after reading the roll call of Town Meeting Members who died since the last Annual Meeting:

HONOR ROLL

Barbara Coffin
1982 – 1994

Shirley Sidd
1974 – 1996

Jonathan Wadleigh
2001 - 2007

On Wednesday, August 26, 2009, at 7:00 P.M., Town Meeting Members convened for a Special Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium. The Special Meeting was dissolved on Wednesday, August 26, 2009 at 7:26 P.M., in order to complete the business of the two article Warrant. The significant actions taken at the Special Meeting included:

- the acceptance of G.L. c. 64L, § 2(a) imposing a local meals excise tax; and
- amending the local room occupancy tax under G.L. c. 64G, § 3A to six percent.

On Tuesday, November 17, 2009, at 7:00 P.M., Town Meeting Members convened for a Special Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium. The Special Meeting was adjourned to Wednesday, November 18, 2009 and dissolved at 10:30 P.M. in order to complete the business of the eighteen article Warrant. Significant actions taken at the Special Meeting included:

- approval and funding by appropriation the collective bargaining agreement with the Brookline Police Association;
- reduction and rescission of \$1,000,000 from the Bond Authorization for assessment and corrective action associated with the Newton Street Landfill, authorized under Article 8, Section 13, Item 56 of the Warrant for the 2009 Annual Town Meeting;
- an appropriation of \$29,100,000 for remodeling, renovating, reconstructing or making extraordinary repairs to the John D. Runkle School;
- a Resolution urging the Board of Selectmen and Town officials to include suitable handicapped access ramps in the reconstruction of the Carlton Street Footbridge;
- an appropriation of \$1,400,000 to pay the costs of restoration and reconstruction of the Carlton Street Footbridge;
- an authorization for the Board of Selectmen to sell and convey, for the price of \$3,250,000 the Town-owned land known as the Town-owned Fisher Hill Reservoir Site and said Land to
- be developed generally as proposed in a response to the Town's Request for Proposals, dated December 16, 2008 and submitted by New Atlantic Development Corporation;

- an amendment to the Zoning By-Law by adding a Fisher Hill Town-Owned Reservoir Site Mixed Income Housing Overlay District;
- an authorization to empower the Board of Selectmen to purchase and take title, for a minimum of \$1 and not to exceed \$800,000, the land and building thereon owned by the Commonwealth of Massachusetts and known as the State-owned Fisher Hill Reservoir;
- an amendment to the Zoning By-law by adding a Cleveland Circle Local Business District L-0.5 (CL);
- an amendment to the Zoning By-Law requiring special permits for Large Family Day Care Homes;
- an amendment to the Zoning By-Law defining Car Share Organizations; commercial and non-commercial vehicles and residential and non-residential garages and parking areas;
- an amendment to the Zoning By-law's Table of Use Regulations by adding a new principal use for Car Sharing organizations;
- a Resolution to gradually increase the Board of Selectmen's stipend to \$7,000 for the Chair and \$5,000 for the regular members;
- a Resolution urging the Town to assure the fulfillment of the Town's OPEB obligations it has made to its current and retired employees and to avoid ballooning property taxes; and
- a resolution supporting the call of the U.S. Conferences of mayors to the President of the United States for a verifiable treaty to eliminate nuclear weapons.

On Tuesday, December 8, 2009, a Special State Primary was held to fill the vacancy caused by the death of United States Senator Edward M. Kennedy. Polling places were open from 7:00 A.M. to 8:00 P.M. A total of 9,643 of the 34,068 eligible registered voters in the Town, or 28.3%, participated in this primary.

The Office of the Town Clerk recorded 672 births in the Town for 2009, pending final returns from the City of Boston, an increase of 3 births from the previous year. The office also recorded 407 deaths, pending final results from the City of Boston, an increase of 14 deaths from the previous year. There were 447 marriage intentions filed and 433 marriages recorded, an increase of 71 marriage intentions and 67 marriages from the previous year. The office processed 143 applications for U.S. passports, a decrease of 196 from the previous year.

Total revenues collected by the Office of the Town Clerk were \$157,001.12 in 2009, an increase of \$41,619.20 from 2008 revenues.

2009 Revenues

Conservation Licenses	\$ 116.85
Gasoline Permits	2,100.00
Marriage Licenses	17,575.00
Dog Licenses	35,180.00
Board of Appeals	17,900.00
Certified Copies	45,810.00
Business Certificates	16,680.00
Civil Fines	6,580.00
Passports	6,825.00
Miscellaneous	8,234.35

Conservation Licenses

Fish and Game Licenses	\$ 4,541.95
Fess Paid to the Commonwealth of Massachusetts	4,452.80
Fees Paid to the Treasurer	116.85

REGISTRARS OF VOTERS



Registrars of Voters

The Board of Registrars of Voters is a four member board whose responsibilities include registering voters, making a local listing of residents, certifying nomination papers and petitions, processing absent voter applications and administering election recounts. The Town Clerk serves as an Ex Officio member of the Board of Registrars of Voters. The Democratic Registrars are Town Clerk Patrick Joseph Ward and Assistant Town Clerk Linda G. Golburgh, who serves as Chair. The Republican Registrars are Andrew J. McIlwraith and Victoria M. Whitney. In 2009 the Board of Registrars of Voters administered and supervised the May 5, 2009 Annual Town Election and the December 8, 2009 Special State Primary. The Board of Registrars of Voters recorded 2,205 new active registered voters, processed 559 inactive voters and amended 4,592 affidavits of voter registration for changes of party and address, including deletes. The Board processed 1,546 absentee ballot applications. The Board of Registrars of Voters published the 2009 Street List of Persons Seventeen Years of Age and Older and established a total population of 52,387, of which 34,068 were active registered voters.

Political Parties and Designations

Total Active Registered Voters	34,375
Democrat *	17,721
Green-Rainbow	45
Republican *	2,417
Working Families	9
Unenrolled	14,610
American Independent	12
Constitution Party	1
Green Party USA	7
Interdependent Third Party	11
Libertarian*	48
Socialist	3

*Recognized Political Party

TOWN COUNSEL

Jennifer Dopazo

The Office of Town Counsel handles a multitude of legal matters for the Town. The Office is staffed with four attorneys – Town Counsel, Jennifer Dopazo Gilbert and Associates Town Counsel Joslin Murphy, John Buchheit and Patty Correa. The attorneys work on a variety of matters such as litigation, appellate practice, and administrative proceedings before the Massachusetts Commission Against Discrimination, the Equal Employment Opportunity Commission, the Appellate Tax Board, the Civil Service Commission, the Department of Education, the Alcohol and Beverages Control Commission and the Department of Environmental Protection. The attorneys represent the interests of the Town in the Land Court, Superior Court, Appeals Court, Supreme Judicial Court, Bankruptcy Court and Federal Court. The attorneys also issue opinions and work on numerous projects and contracts for Town Departments, Boards and Commissions.

The paraprofessional staff is comprised of Senior Paralegal Kerry Fleming, Paralegal Tracey Michienzi, and part-time Senior Clerk Jane Tavolieri. It handles the administrative functions within the office and responds to claims against the Town for personal injury and property damages filed pursuant to Massachusetts General Laws Chapters 84 and 258. The staff members assist the attorneys with litigation preparations and projects, and field questions from the public.

A sample of this year's accomplishments include:

- Negotiated agreements to provide Town-wide Distributed Antenna Systems that are expected to generate annual revenues of approximately \$70,000.
- Successfully defended a challenge to the Town's Zoning By-law in the Massachusetts Supreme Judicial Court.
- Successfully defended Zoning Board of Appeals decisions at trials in the Superior Court and the Land Court; the first upholding the Board's decision denying CVS's request to expand its Washington Street store and the second upholding the denial of a building permit that would have allowed a property owner to construct a gate blocking access to a turnaround designed to benefit other property owners in a subdivision off of Heath Street.
- Successfully defended the Town in a number of personal injury lawsuits brought in the Superior Court, where Plaintiffs' claimed damages collectively exceeded \$150,000.
- Assisted in the recovery of more than \$90,000 related to on-duty injuries of Police and Fire Department personnel.
- Assisted in the recovery of more than \$55,000 in restitution from individuals who damaged Town property.

The Office of Town Counsel continues to effectively collect monies from those delinquent in paying taxes and fees. It further protects the Town's financial interests by filing Proof of Claims at the Bankruptcy Court. The Office assists the Police Department in recovering monies from insurance companies for damages to Town-owned property. It also continues to convene Massachusetts General Law Chapter 41 Medical Panels to review and process requests for reimbursement of medical expenses submitted by disabled retired firefighters and policemen.

As previously mentioned, the Office also supports other Town Departments. It provides support in personnel matters, drafting and reviewing contracts, and by providing legal opinions. The Office continues to oversee public record requests and insures that subpoenas served upon Town employees are either complied with or quashed. It further assists Town Boards, Commissions and employees by drafting notices and votes, attending meetings, and hosting the annual Conflict of Interest and Open Meeting Law Training Seminar in accordance with the 2006 By-Law, Article 3.20 of the General By-Laws. In addition, Town Counsel was also recently appointed as the Town's Municipal Liaison to the State Ethics Commission.

Finally, the attorneys actively participate in the Town's legislative duties by reviewing and assisting in the preparation of warrant articles for Special and Annual Town Meetings and by attending Town Meetings.

HUMAN RESOURCES

Sandra DeBow, Director

The mandate of the Human Resources Office is to develop and administer fair and equitable Human Resources policies for the Town and its employees and to provide a system of Human Resources administration that is uniform, fair, efficient and represents the mutual interest of the Town and its employees. In 2009 we continued to address workforce challenges which are heightened by the current tough economic times. The HR Office continues to seek ways to increase workplace efficiencies with goals of curbing personnel benefit costs, while supporting management and maintaining good employee relations. The HR Office was able to meet its ongoing objective, first recommended by the Override Study Committee (the OSC) (2008), of assisting in the Town management of its personnel costs so the combination of salaries, employee health benefits, and staffing levels grow at a sustainable rate.

In 2009, the Human Resources Office was determined to deal with ever-increasing personnel costs by diligently focusing on group health costs. The HR Office's negotiation team worked with the Public Employee Committee (PEC), a committee of union representatives charged with negotiating group health matters, and mutually agreed to join the State's Group Insurance Commission. This agreement yielded a savings of 2.8 million dollars for the Town, avoiding an anticipated 1.7 million dollar increase in health care premiums. This follows plan design changes bargained in 2007 which then lead to 1.3 million dollars of avoided premium costs in Fiscal Year 2008. We will continue to work closely with the PEC to find innovative ways to reduce the health care costs borne our employees, including wellness programs and employee education on how employees can further reduce their health care costs through their own health and medical choices.

To further reduce personnel costs, the Human Resources Office worked closely with each Town Department to assist them in their efforts to control sick and injured leave issues. The HR Office worked individually with departments to identify and target areas that are subject to misuse. These efforts were particularly important when Departments are committed to maintaining an excellent level of services despite reduced staffing due to attrition and hiring freezes. Trying to stabilize overtime costs caused by staffing shortages is a critical factor in helping Departments' control their tight budgets.

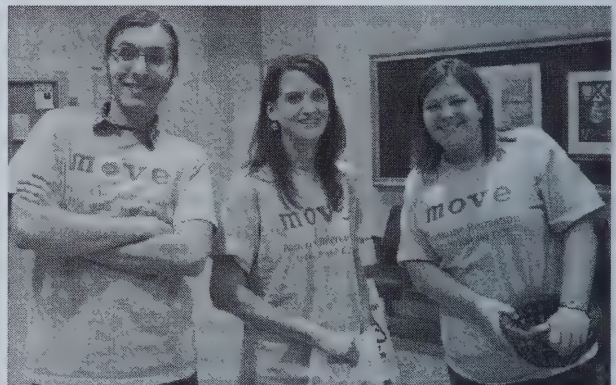
A critical component of controlling personnel costs is our occupational health program headed by nurse, Pam Payton. Her primary focus continues to be case management and ensuring that our employees receive a high level of care and treatment, particularly those who have sustained injuries on the job. Proper care and treatment ensures employees get better more quickly, are able return to work sooner; and the rates of re-injury are also reduced. Our proactive approach also includes the use of litigation for claims that we find have no merit. This office under the guidance of Assistant Director Leslea Noble and the diligent administrative efforts of Christopher McLaughlin, our Workers' Compensation Coordinator, have effectively kept workers compensation and injury claims relatively flat despite greatly increased medical costs for three consecutive fiscal years. Other programs conducted by our occupational health division were seasonal and H1N1 flu vaccination clinics and related education efforts, Hepatitis B vaccinations for public safety personnel and ergonomic assessments, as well as the "Clean Hands for Good Health" campaign, a cooperative effort with the Department of Public Health.

The year 2009 also marked a year where we experienced a significant increase in unemployment compensation claims, primarily due to the State's higher unemployment rate. Generally temporary, part-time or seasonal employees who supplement the Town and School's workforce may seek unemployment after they leave the employment of the Town while they seek new employment. With fewer employment opportunities and repeated extensions of unemployment benefits by the state and federal government, we have seen an increase in both the number of employees seeking unemployment and the length for which they are remaining on the unemployment payroll. As a result the Human Resources Office allocated greater resources to monitor appropriate unemployment claims. In challenging inappropriate claims, the HR Office, under the oversight of Marjie Lalli, our Human Resources Coordinator, was able to avoid significant costs that would have exacerbated the increased number of appropriate claims.

In 2009, the Human Resources Office also worked diligently with the Town's labor unions to achieve personnel efficiencies through consolidation of job duties, avoiding significant staff reductions. By the end of FY 2009, the Town had forty vacant positions due to a hiring freeze and a carefully crafted early retirement incentive. Following the recommendations of the Override Study Committee (Jan 2009), the Town sought to eliminate eighteen of the forty vacancies. These reductions would lead to increased flexibility in the Town's budget thereby avoiding lay-offs or privatization of certain services, which the Unions adamantly opposed. The Town and Unions agreed to consolidate certain job functions, such as having the Tree Warden perform the functions of the Town Arborist, sharing of clerical staff among departments and moving the Fire Mechanics to the Department of Public Works' Highway Division. Two meter collection jobs formerly performed exclusively by police officers will now be performed by civilian personnel, freeing up officers to other law enforcement assignments. The unions and the Town negotiating teams were able to achieve this important reduction of positions from the budget without lay offs.

During calendar year 2009, the HR Office put added focus on the services of our Employee Assistance Program, the Wellness Corporation, which provides budgeting and legal assistance, parenting skills and on-the-job conflict assistance. Again, the HR Office was aware that employees may experience the stresses of the economic downturn, whether for themselves or their family members, which could affect job performance. As a result the numbers of employees and supervisors' using the Town's EAP continued to increase. This approach is an extension of our whole-life wellness philosophy. By using the EAP to help employees alleviate stressors on the job and at home, we hope to improve the quality of life for our employees and to greatly improve productivity and provision of services to the citizenry.

For the third straight year, Kathy McGinnis, Supervisor of Benefits, coordinated the ever successful "Minutes in Motion" competition. She is leading our efforts to target wellness initiatives that create a culture of whole-life health for our employees and their families. The HR Office also kicked off a Walk/Ride day that encouraged employees to use alternative means of transportation in commuting, an initiative that will be continued with Brookline 2010's efforts to reduce the Town's carbon footprint.



Selectman Jesse Mermell, Leonore Nicolay, and the HR Team on Walk/Ride Day

During 2009, Ms. McGinnis was a vital member of the HR Office's negotiation team that worked with the PEC to enter the GIC. Her efforts have only just begun in 2009 with the final Agreement. Ms. McGinnis will lead the Office's efforts to transition our employees and retirees into new GIC health care plans, such a transition requires coordination of a large amount of data, increased communication with clear directives and simple guidance of complex health plans. In 2009, Ms. McGinnis has already crafted and began to implement processes and information to ease our employees into GIC during the Spring, 2010.

Finally, the Human Resources Office continues to analyze its processes and protocols both within its own Department and across all Town Departments. During the Fall of 2009, the HR Office released a comprehensive Request for Proposal (RFP) for an enterprise-wide human resources information system (HRIS). The HRIS will greatly increase the efficiency of Human Resources processes from the application to the retirement phase. Such a system is critical to reduce redundancies, to ensure consistent practices and to reduce human error not only in the Human Resources Office, but the budget and payroll offices and at the department level. Currently each department has its own method of tracking and analyzing its personnel actions and data, e.g., sick time usage, promotions, new hires. The department information, which can vary widely across departments, is eventually funneled to the Human

Resources and Payroll office for processing and execution. The goal is have all stakeholders utilizing the same data from a single source of information. Having a centralized, enterprise-wide database will greatly improve our ability to recruit high caliber employees, to quickly on-board and off-board employees, and will more efficiently address our existing employees' personnel actions, such a leave accruals, promotions, changes in health care and other benefits. The database would greatly increase our ability to forecast staffing needs, avoiding shortages and reducing overtime costs; and to more precisely address our capital needs. Such efficiencies will allow the Town to maintain or increase the quality and quantity of services that the Town is able to provide to its citizenry as we move forward through these tough economic times that impose significant pressures on our personnel costs. This ambitious project continues to move forward. We expect to choose a vendor and to implement the database in the upcoming year.

Human Resources Board



**L-R: Gerald Raphael, Edward DeAngelo,
Chairman Kenneth V. Kurnos, Jacqueline Young and Randall Ravitz**

The Human Resources Board, under the leadership of Chairman Ken Kurnos, has continued to support the Human Resources Department in its efforts to develop and administer fair and equitable policies for the Town. Its dedication to this goal was evident in 2009 with its regular monthly meetings which dealt with a wide span of issues, and did so judiciously and promptly. The Board continues to be a valuable asset to the Board of Selectmen as well as the Human Resources office allowing that Office to meet its mandate of providing a system of Human Resources administration that is uniform, fair, and efficient and represents the mutual interest of the Town and employees of the Town.

The Human Resources Board move forward on its "Study of Civil Service in Brookline" (2006) by submitting a warrant article to the Spring 2009 Town Meeting that would remove the Town from Civil Service requirements for non-public safety employees. Town Meeting voted overwhelmingly to adopt the warrant and to submit a Home Rule petition to the State's legislative process to become effective. Members of the Board testified before a Joint Committee of the House and Senate and have followed the Bills progression and anticipate it will be enacted during the Spring of 2010. This change will set aside an antiquated Civil Service system which has been broken beyond repair and which, in many ways, has been supplanted by numerous federal and state laws, including labor laws which have led to strong labor unions for public employees. Setting aside a system which has become inefficient, uneconomic and obsolete will greatly increase the Town's ability to hire the most qualified candidates for public service jobs.

The HR Board also heard an increased number of grievances as managers increasingly used progressive discipline to deal with any perceived abuse of sick time, insubordination, other workplace misconduct or other workplace disputes that arose during these tight budget times. The Board reviewed each grievance on its own merits, either rendering a decision or recommending that the parties work more diligently to resolve the matter or to come to some settlement. The careful consideration of the grievances that came before the Board had a great effect in maintaining harmonious labor relations between the Town's management and its unionized employees, which can be strained during difficult budget times.

In 2009, the HR Board also heard and ruled on a number of requests by Departments to reclassify or reorganize job descriptions for greater efficiency or to better reflect the job classifications. The HR Board oversaw the development of the positions necessary to staff the consolidated Town and School payroll office. The Board also reviewed and approved re-classification of all the Assistant Recreation leader positions in the Soule Early Education Center, which reflected the shift from a recreation focus to a true early education focus. And the Board approved the final job descriptions of the newly created meter collection civilian positions, bargained by the Town and Unions.

The Year 2009 also saw the resignation of long-time HR Board member Randall Ravitz, who worked tirelessly for the Board from 2002 to 2009. The Board will greatly miss Mr. Ravitz whose pragmatic input and well balanced approach brought guidance to the Board and to the HR Office.

The Human Resources Board had a productive year, meeting the first Tuesday of each month. In 2008, the Board reviewed four grievances, considered and approved four reclassifications and one new position. Two of the reclassifications included positions that were necessary to staff the newly merged Town/School payroll office. The Board also reviewed the current CORI policy (while the Department Heads reviewed the guidelines) and recommended an expansion of the scope of the policy to include SORI information.

The Human Resources Board also began to move forward on its Fall 2006 "Study of Civil Service in Brookline". The comprehensive study closely examined the current status of the state's Civil Service System. The report was the result of a significant undertaking by the Board, including a detailed historical account of its progression to its current broken state. The report found the "quality of services in Brookline is high across the board". This speaks to the will of the citizens in a long-honored culture of excellence which includes the quality of personnel at all levels." However, it also questioned whether the system would be fixed in the foreseeable future. The report concluded, "While it is in the interest of Brookline citizens for the Town to be a fair and equitable employer and to protect its valued and valuable work force, the vagaries of a dysfunctional civil service system do not serve the goals of equity, efficiency, or excellence". Further, the Board recognized that "to maintain, or to eliminate, civil service is ultimately a political decision that should be addressed by Town Meeting, the representatives of the resident taxpayers of Brookline". As such, the Human Resources Board anticipated drafting a warrant article to be presented in the Spring 2009 Town Meeting, to address this very issue.

PUBLIC SAFETY

POLICE DEPARTMENT

Daniel O'Leary, Chief

During 2009 the Police Department has continued to provide a high caliber of police services to the citizens of Brookline. Through proactive patrolling techniques, advanced training and the use of new technologies, we have seen great successes in the prevention and resolution of crime and disorder problems in the community.

In 2009 the Police Department had seven promotions within the ranks. Patrol Officer's Charles Thornton, Robert Disario, Ilya Gruber and Thomas Ferris were promoted to the rank of Sergeant. Sergeant Paul Campbell was promoted to the rank of Lieutenant. Lieutenant Myles Murphy was promoted to the rank of Captain. Captain Mark Morgan was promoted to the rank of Superintendent. With this large number of promotions and some reassigning of the command staff among the division, the Police Department has generated new enthusiasm and initiative and has seen both administrative and operational improvements throughout the Department.



(L-R) Sgt. Thomas Ferris, Lt. Paul Campbell,
Chief Daniel O'Leary, Capt. Myles Murphy & Supt. Mark Morgan

In 2009 the Police Department hired and trained four new recruits. The four officers entered the Massachusetts State Police Academy in New Braintree in June and graduated in December. They are currently assigned to the Patrol Division where they will be assigned throughout their first probationary year.



Crime Overview/Calls for service

The following is a summary of Part A Crimes in Brookline during 2009. Part A Crimes include: murder, rape, robbery, assault, burglary, larceny and motor vehicle theft. In 2009 there were decreases in six of the seven categories as compared to 2008.

During 2009, the number of rapes, robberies, burglaries, larcenies and motor vehicle thefts all went down, while the number of homicides remained the same with none reported either year. The only increase was seen in the number of assaults, rising from 168 last year to 180 this year. Overall, the Town has seen a 17% decrease in Part A crimes. In fact, the Police Department has seen the lowest level of crime Brookline has seen in many years. Since 1995, the Police Department has cut Part A crime from 2,249 to 972 in 2009 (a 58% reduction).

During 2009, 368 (36%) of the Part A crimes (and attempts) reported were cleared by arrest, court action or closed for other/exceptional means. Specifically, for this year's cases 86% of the rapes reported were cleared by arrest or referral to the District Attorney's office (one attempt remains active), 50% of robberies, 83% of assaults, 25% of burglaries, 23% of larcenies and 46% of motor vehicle thefts were also cleared by arrest or other exceptional means.

Additionally, during 2009, a total of 596 arrests were made. This level of arrests is indicative of the great efforts of the officers in the field. 1,394 field interviews were also conducted during the year. Field interviews are a tool police officers use to identify possible suspects involved in criminal activity. These identities are then logged in to the Police Department's in-house Field Interview tracking system that can be accessed by all police officers.

The Police Department continues to comprise a Race and Gender Report, which outlines four categories of interactions our officers have with the community. This report demonstrates that the Police Department continues to provide a high caliber of police service to the community while ensuring that race and gender bias are not a factor in the delivery of those services. The categories tracked in the Race and Gender report are: arrests, field interviews, moving violations and citizen complaints.

Administration

In addition to the decreases in Part 1 crime, the Brookline Police Department was very active this past year and a half working with the Citizen Complaint Review Committee. This Committee reviewed the Police Department's internal affairs/complaint process. The new citizen complaint procedure was accepted on July 28th by the Board of Selectmen after a lengthy and thoughtful public process that allowed for tremendous insight and feedback. The Police Department has authored, printed and distributed a brochure on the Complaint and Commendation Procedures.

Throughout the year, The Police Department kept the community involved as a partner in our collective efforts to reduce crime and improve the quality of life in Brookline. We have continued to release crime and safety bulletins to the public via neighborhood associations and the press. In 2009, the Police Department began using an online mapping program, www.crimereports.com, which allows residents and visitors to search for crimes in a particular neighborhood. We have also launched a new, improved version of the Police Department website, www.brooklinema.gov/police. Working with the Town's IT Department, we have been able to create a more user-friendly site which provides more information for the public and also allows us to make our own updates as frequently as needed. Some new items to be featured on this site include feedback forms for the community to comment on an interaction with a member of the Police Department, information on current programs/events, a newsflash on current topics/issues, posting of meeting notices, and a weekly update of our year-to-date crime and crime alerts.

In 2009, the Department has embraced the new Critical Infrastructure Monitoring System (CIMS) camera technology that has been available for the Department's use. These cameras, posted in eleven public intersections throughout Brookline, have proved to be an incredible tool for the Police Department in investigating crimes, managing major events like the Boston Marathon and conducting traffic flow analysis. The use of these cameras has generated considerable conversation in Town and, thus, the CIMS Camera Committee Oversight was formed by the Board of Selectmen. The Police Department has worked closely with the Board of Selectmen and this Committee to evaluate the benefits of the cameras, analyze the data/footage used, address concerns regarding privacy rights and has explored alternate uses for this

system. Due to the issues/concerns raised the Police Department has launched a pilot period of reduced hours of operation for the system; however the Police Department maintains that these cameras are an effective public safety tool. Since the inception of the CIMS program there have been 52 requests by the Police Department to retain footage. In 38 of those request (73%), the Police Department yielded footage that assisted law enforcement. This footage was helpful in leading to arrests, aiding in criminal investigations, assisting in managing an event and conducting analysis of traffic flow patterns. One case in particular that the CIMS footage was vital in was of a kidnapping and rape of a Brookline resident in Coolidge Corner. The CIMS footage retained and utilized for this case expedited the identity and arrests of the two suspects. In this case, the camera footage that was released to the media along with the description of the suspects as reported allowed a Boston Police Officer to recognize the truck as a vehicle that was stopped by a State Trooper in Brighton who he backed up. It was this information that led the Brookline Police to the suspects. Without the CIMS footage in this case the identity and arrest of these perpetrators would have been delayed, potentially placing others at risk of falling victim to these criminals.

Patrol Division

As always the Patrol Division is the front line of law enforcement and services to the citizens of Brookline. Through the use of effective patrol strategies, the Department has experienced a decrease in almost all crime categories. Officers have made a number of on-site arrests and conducted thorough preliminary investigations which allow for successful follow-ups of the crimes resulting in more arrests and clearances. Over the last year, the Police Department has focused a lot of effort in addressing one of our biggest quality of life issues in Brookline – noise complaints. Each year the Police Department receives approximately 1,000 calls from residents who are being disturbed by noise. This noise can range from leaf blowers to loud stereos to early morning trash pick ups, but loud parties are generally the most frequent complaint. The Patrol Division works with the Community Service Division in tracking loud parties and noise complaints and assigns officers to mitigate ongoing disputes between neighbors and investigate complaints of chronic noise disturbances. Additionally, through analysis of the calls, we know the day of the week and the time of day that disturbances most likely occur and can assign officers specifically to patrol for loud parties and respond to noise disturbances. The Patrol Division has been successful in reducing and eliminating many of the on-going loud party/noise complaints through the use of special patrols on Thursday, Friday and Saturday nights, strict enforcement and education, increased collaboration with property owners and Boston University officials, and consistent follow up.

Criminal Investigations Division

In 2009 the Criminal Investigations Division formalized and implemented a Juvenile Clerk's Hearing process for curfew and diversionary program tracking and follow-up. This was coordinated between the Brookline Municipal Court, The Brookline Court Probation Office, Brookline High School, and the Police Detective Division. The new tracking form allows for coordinated follow up between the aforementioned agencies and consistent service for those youth requiring on-going monitoring. Two detectives from the Identification Unit who are the fingerprint examiners for the Department for the first time took the national collaborative fingerprint proficiency exam; both passed the exam with scores of 99.6 percent. The results of these tests reflect the commitment of the Identification Unit personnel to pursue on-going training and education. Preparation for these tests elevated their levels of expertise and increased the working knowledge and confidence needed to perform their duties. One detective received training in dignitary protection through the U.S Secret Service in Washington D.C. This course was a week long comprehensive class outlining procedures, threat assessments and methods of operation to the heighten safety and security to the public during dignitary visits. In 2009 the Detective Division continued to evolve the culture of intelligence led policing through the use of on-going crime data, operational intelligence and G.I.S. mapping.

Community Service Division

In 2009 the Department's Community Service Division provided in-service training to all sworn officers. This training included legal updates, firearms re-certification, defensive tactics, domestic violence, civil disorders and criminal law. Also this year some of the in-service training was enhanced by on-line training curriculums provided by the Municipal Police Institute. The Walk and Talk Officers began a new initiative with the youth of the Town to include coaching athletic teams and officiating during basketball competitions. The purpose of this approach is to foster positive relationships with the kids. The Community Service officers assigned to the schools worked very closely with the Health Curriculum Coordinator to build a program that is community and grade level specific to the students of Brookline grades 5 through 8.

Traffic

This year the Police Department issued 16,595 moving violations to motorists on Brookline roads. A total of 136,608 parking tickets were issued, totaling \$4.32M in fines and penalties. The Traffic Division was successful in implementing a school bus safety program, through a partnership with the school Department's Transportation Director. The Traffic Division is now able to respond more effectively to all issues surrounding the transport of Brookline students in buses. The Traffic Division has actively utilized the speed board enforcement program; the board was used in 15 locations throughout the Town effectively reducing speeds in those locations. The Division also utilized the Road Trax traffic management technology to identify areas where speeding is an issue. As a result of this technology, the Division was able to direct enforcement leading to hundreds of citations. The Traffic Division has also realized great improvements in the area of parking enforcement. The Division's civilian personnel has acquired new technology that allow for real-time ticketing, which enables the record of the citation to be transmitted almost immediately into a database where the record is stored. This technology allows for personnel to identify habitual parking offenders so that more immediate action can be taken. Also through this system a parking enforcement grid was implemented; the result has been more effective and efficient use of personnel. In June, the Brookline Police Department received an Award of Excellence, Silver Category, at the fourth Annual Law Enforcement Challenge Award Ceremony for the Police Department's traffic safety programs, which include the Child Seat Safety Program and the Click it or Ticket campaigns. The initiative is sponsored by the Massachusetts Office of Public Safety and Security, with support from the Massachusetts Chiefs of Police Association.

Emergency Management Team

In 2009 the Brookline Emergency Management Team's (EMT) role was expanded within the Town. Monthly emergency preparedness community meetings were held. The Community Emergency Response Team (CERT) was expanded through citizen volunteer participation. The CERT Team also joined forces with the Town's Medical reserve Corps and held several flu clinics for residents. The EMT also expanded emergency preparedness capabilities in public schools through seminars for administrators and teachers assisting them in developing evacuation and lock down plans. The Team continued to work closely with partners from the Urban Area Security Initiative's (UASI) Metro-Boston Homeland Security Region and the Massachusetts Emergency Management Agency (MEMA) on numerous initiatives to include; intelligence and information sharing, chemical, biological, radiological, nuclear and explosive tactical rescue, regional training exercises, critical infrastructure protection and regional evacuation and mass care sheltering. The EMT also conducted numerous operations utilizing the Emergency Operations Center (EOC) during different storms throughout the year. The collaboration with all Town departments being centrally located strengthens the communications and safety skills needed to save lives and property before, during and after an emergency event.

Animal Control

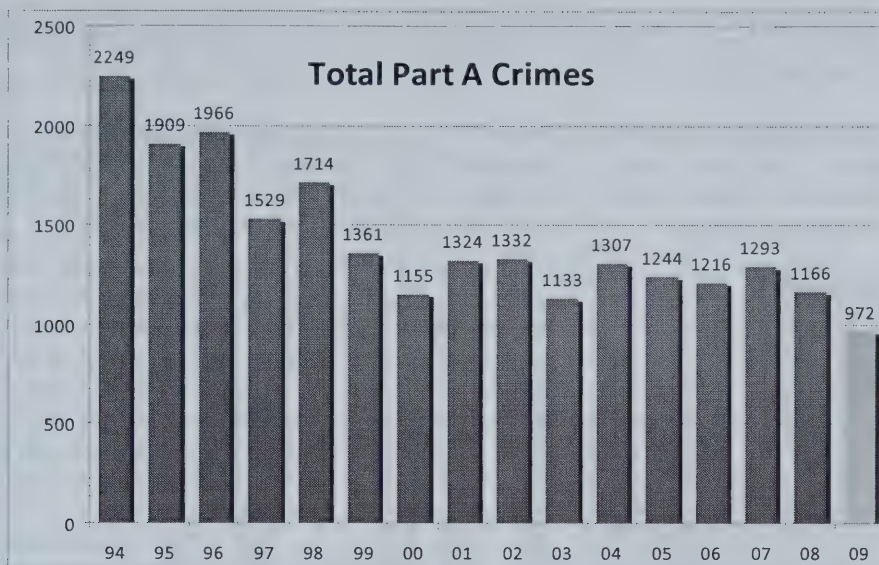
In 2009 the Animal control Officer has been very active, increasing awareness of the animal control laws, to include the leash law and the "pooper scooper" law, throughout the Town. This has been achieved through presence in all of the parks and enforcement to all violators. He has worked with the sign division from the Department of Public Works to make sure new signs went up at the parks with leash laws and fine amounts. He also continued to work with the Town on dog licensing to increase compliance among the dog community. Of the citations issued in 2009 60% were issued to Residents of Brookline and 40% were issued to Non-Residents.

Part A Crimes

The following is a summary of Part A Crimes in Brookline during 2009. Part A crimes include: murder, rape, robbery, assault, burglary, larceny and motor vehicle theft.

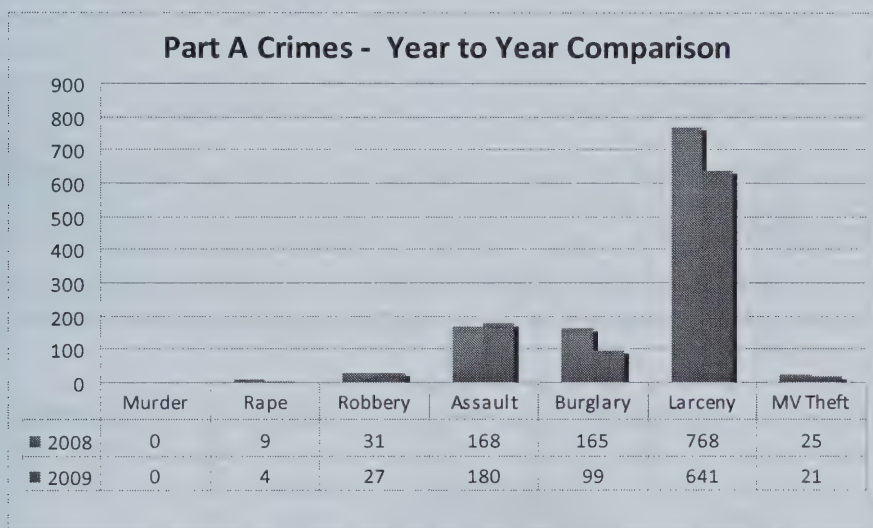
In 2009, there were a total of 972 Part A crimes reported in Brookline, **down 17%** from the 1166 Part A crimes reported during 2008. Additionally, there were 47 attempted Part A crimes during the year as well.

Crime in the last year was down (or the same) in six of the seven categories as compared to last year, with a 7% increase in assaults and no change in the number of murders (0 for both years).



As the above graph shows, crime in Brookline is at the lowest it has been in recent years. In fact, in 2009, crime was down 58% from what we saw 15 years ago.

The following graph shows the year-to-year comparisons for each crime category for 2008 and 2009.



THE FOLLOWING IS A BREAKDOWN OF EACH PART A CRIME (AND ATTEMPTS) FOR 2009:

MURDER

There were no murders during 2009, or in all of 2008 or 2007. There was one attempted homicide which resulted in an arrest. This case involved an emotionally disturbed person who attacked the supervisor of his residential program on Beacon Street.

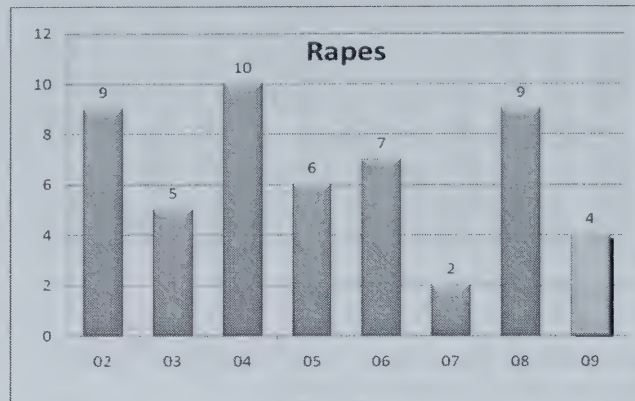
RAPE – DOWN 56%

During 2009, there were four rapes, down 56% from the nine from 2008.

One case involved the rape and kidnapping of a woman in Coolidge Corner and both her assailants have been arrested. The second case involved the rape of a woman by her ex-boyfriend and he was arrested. The third rape case occurred between a 15 year old girl and 17 year old boy who she was friends with and this case has been referred to the District Attorney. Similarly, the fourth rape case involved the rape

of a 15 year old girl by her friend's 17 year old brother and that case resulted in an arrest. A fifth case was reported this year but occurred in 2008 and involved the rape of a child (statutory rape between female parties involved in a dating relationship). This case resulted in court action.

There were also three attempted rapes in 2009. One occurred behind the Star Market on Beacon Street and remains active. One case was an attempted rape between two co-workers and this case was referred to the District Attorney's Office. The third case involved an attempted rape on a woman by her ex-boyfriend and he was arrested.



During 2009, there were also two rapes reported which were determined, through an investigation, to be unfounded.

ROBBERY – DOWN 13%

There were 27 robberies during 2009, down 13% from the 31 robberies reported during 2008.

In addition to the 27 robberies, there were 7 attempted robberies where a threat or assault was made but no theft. Of these 27 robberies and 7 attempts, 10 involved a firearm, 1 involved a knife, 22 were unarmed/strong-arm robberies and 1 involved the use of another type of weapon (a tube light bulb).

17 of the robberies and attempts remain active, 5 were cleared exceptionally, and 12 resulted in an arrest or court action. These robberies occurred on the street (21), bank (7), commercial retail store (2), service station (2), car (1) and school (1).

Additionally, two robberies were reported this year which we determined through investigation to be false reports.

ASSAULT – UP 7%

There were a total of 180 assaults reported in 2009, up 7% from the 168 reported last year.

45 of these involved the use of a weapon and 135 involved the use of hands/fists/feet. A knife was used in 6 cases, a gun in 2 cases and another type of weapon (such as car, wall, door, computer or bat) in 37 of the cases.

A total of 76 (or 42%) of the 180 assaults were domestic violence cases. 73 of the 76 domestic violence assaults have been cleared through arrest or court action. This number of domestic violence assaults is down 11% from last year, where the total number of assaults was 168, 89 or 53% of those being domestic violence cases. There were also 13 assaults on police officers during the year.

Of the total assault cases, arrests were made in 57% (102) of the cases, an additional 24% (43) led to court action, 17% (30) remain active, five were closed for other reasons (such as one resulted in the transport of the suspect for medical treatment).

Additionally, during 2009, there were 7 indecent assault and batteries. Of the 7, two led to arrests, three led to court action, one was a referral and one remains active. During this time period, there were also five cases of open and gross, of which three resulted in an arrest and two remain active. There were two indecent exposures one of which remains active and one resulted in an arrest.

There was also one sexual assault and that case was referred to the District Attorney's Office.

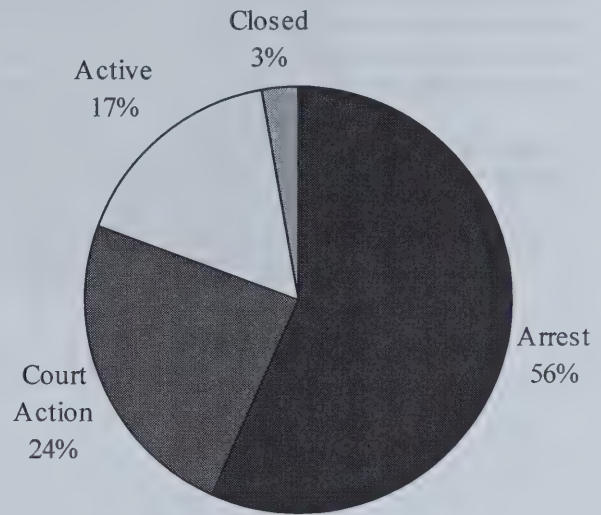
BURGLARY – DOWN 40%

Burglary is down 40% in 2009 with 99 incidents, versus the 165 burglaries reported in 2008. In addition to the 99 burglaries, there were 26 attempted burglaries. Of the total 125 burglaries and attempts, 93 burglaries (74%) were of residential properties, 27 (22%) were of nonresidential properties, including offices and commercial establishments and five (4%) were of public property (school, park). Of the total 125 burglaries and attempts, 94 cases remain active, 10 resulted in an arrest, 12 in court action, 8 were cleared exceptionally (to suspects charged with other burglaries) and one is in-active.

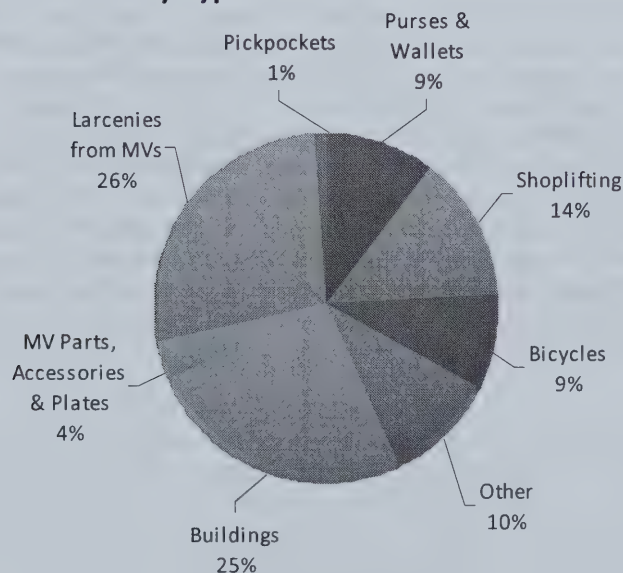
LARCENY – DOWN 17%

In 2009, there were 641 larcenies, as well as, seven attempts. This is down 17% from the 768 larcenies that were reported last year. In 2009, 178 of these larcenies were from motor vehicles. Of the 178 larcenies from motor vehicles, there were 57 GPS units stolen. There were also 12 motor vehicles broken into where no property was stolen and seven attempts to break into motor vehicles.

Assault Cases by Status



Larcenies by Type



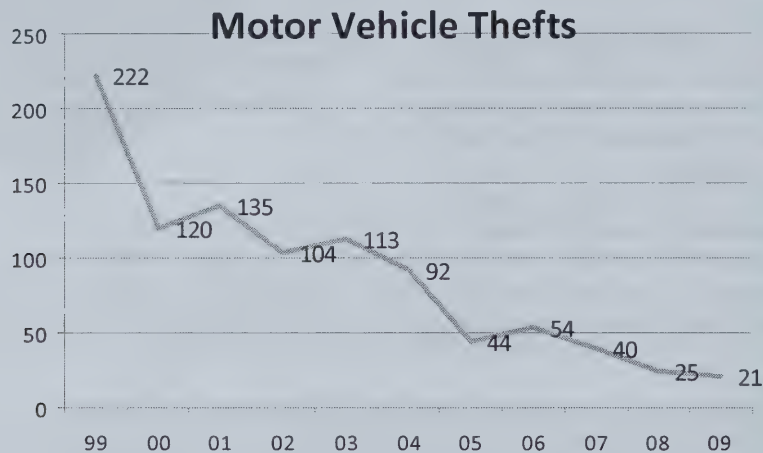
Of the 641 larcenies, there were 159 thefts from a building, 91 shopliftings, 58 reports for bike thefts, 62 wallets/purses stolen, 24 auto accessories and plates taken off cars, four pickpockets and 65 other/ miscellaneous types of thefts (credit cards, from coin machine, depositories, mailboxes, etc.).

MOTOR VEHICLE THEFT—DOWN 16%

There were 21 motor vehicles stolen in 2009, down 16% from the 25 reported in 2008. During this time, there were also three attempts reported and four motor vehicles which were recovered in Brookline but stolen in another jurisdiction. 17 of the 21 stolen motor vehicles have since been recovered, 12 cases remain active, seven were cleared through court action and two were cleared exceptionally.

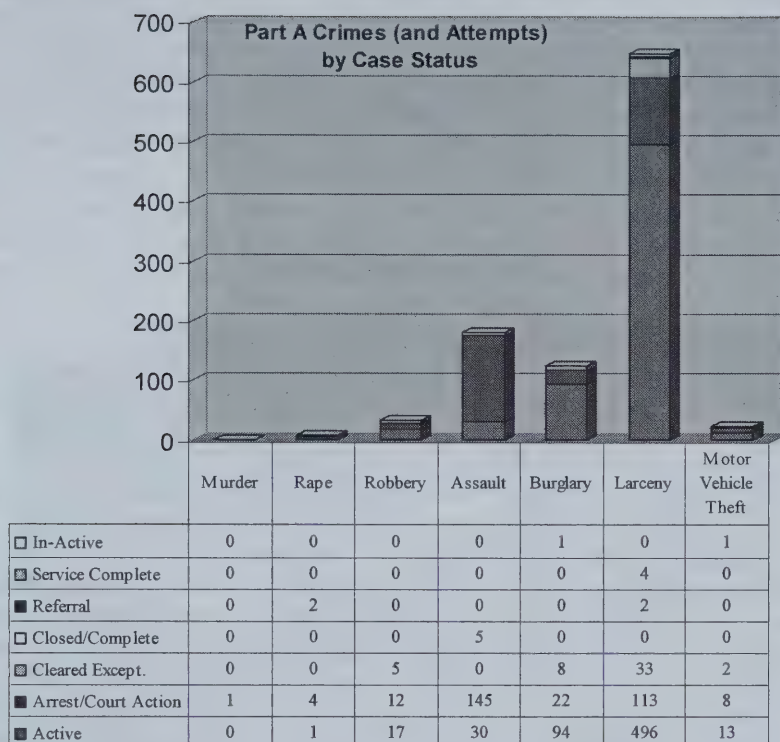
There were five motor vehicles initially reported stolen which were determined to be unfounded/ baseless reports because the motor vehicle was towed, lost, etc.

The most common motor vehicle makes stolen during the year were Toyota (5), Honda (4) and Ford (4).



POLICE ACTIVITY

- **Clearances** – Of the 1019 Part A crimes and attempts reported in 2009, there were 305 cases cleared by arrest or court action, 48 cleared exceptionally, five carried as closed, four referrals to other agencies, four carried as service complete, and two closed as in-active, resulting in a 36% clearance rate for 2009 cases. This is down 1% from the clearance rate for last year. 651 of the 1,019 crimes and attempts reported during the year remain active. The attempted murder was cleared as a result of arrest. 86% of rapes and attempts were cleared as a result of an arrest and referral (only one attempted rape remains active). 50% of robberies (and attempts), 83% of assaults, 25% of burglaries (and attempts), 23% of larcenies (and attempts) and 46% of motor vehicle thefts (and attempts) were all cleared by arrest, court action, referral or closed for other reasons. **Please note that many of the active cases are still under investigation and may be cleared/closed as a result. Additionally, many 2008 (and prior year) cases were cleared/closed during 2009 as a result of on-going investigations.



- **Arrests** – During 2009, there were 596 arrests, down 6% from the 636 arrests in 2008. There were also 47 people taken into protective custody and 11 sex offenders registered.
- **Field Interviews** – During 2009, there were 1,394 field interviews conducted, up 32% from the 1,053 field interviews in 2008.
- **Moving Violations** – During 2009, there were 16,595 moving violations issued, down 4% from the 17,347 that were issued in 2008.
- **Parking Tickets** – During 2009, there were 136,608 parking violations issued for a total of \$4.32 million in fines and penalties. This number is down 13% from the 157,758 parking violations issued in 2008 (and \$5 million in fines and penalties).
- **Calls for Service** – In 2009, there were 55,122 police calls entered into the CAD system (including activities such as prisoner processes, services of papers and officer report writing and excluding activities such as out of services and reporting in/off duty).
- **Use of Force** - In 2009, there were also 18 use of force incidents against a human and one against an animal, down from 22 incidents in 2008. In fact, use of force incidents is at the lowest we have seen in six years. For 2009, the type of force used on humans included: Firearm (non-discharge) – 5, OC (pepper) Spray – 2 and Physical (hands, grab, wrestle) – 11. Ten of the incidents involved the arrest of the subject and two involved a protective custody. Seven of the incidents involved an intoxicated or emotionally disturbed person. One citizen complaint on unlawful use of force was filed but the investigation determined that the incident never occurred. For the animal use of force, one deer was euthanized using a shotgun. By definition and Department policy, an incident where any type of force is used requires a written report. The exception is the incident involving compliant handcuffing.
- **Motor Vehicle Pursuits** - In 2009, there were three incidents involving motor vehicle pursuits. These incidents involved: 1) suspicious behavior by occupants of a (later discovered) stolen motor vehicle, 2) car breaks suspects (later arrested by Boston PD), and 3) operator fled during a traffic stop but eventually stopped and was arrested for operating without a license. In all three incidents, the officers and supervisors complied with the guidelines and policies and procedures set forth by the Department with regards to motor vehicle pursuits. During in-service training in 2009, the Motor Vehicle Pursuit policy was reviewed in depth by attending officers and supervisors.

As we begin a new year in 2010, the Police Department will continue to serve the Town of Brookline with professionalism, diligence and hard work providing excellent police services. The Police Department will continue to build productive relationships with our residents, business community and all who visit the Town. Through the utilization of all of the programs described above and more we will continue to reduce and prevent crime, thereby maintaining the high quality of life throughout the Town. As always in this time of economic struggle and the continued war in the Middle East the Brookline Police Department will remain diligent in our efforts to keep Brookline and its residents safe.

FIRE DEPARTMENT

Peter E. Skerry, Jr. Chief

Administrative Division

The Mission Statement of the Brookline Fire Department reads, in part, that Brookline's firefighters will work to "protect life and property and lessen adverse effects on the environment".

This was largely accomplished in 2009 by providing the most effective fire suppression, emergency medical services, specialized rescue, and hazardous materials mitigation possible.

It was also accomplished, in large part, due to the dedication and professionalism of the Fire Department's officers and firefighters. Strong support from Town government played a large role in allowing the Department to continue its long history of excellence in serving residents and visitors alike.

The Administrative Division consists of a Chief of Department, a Chief of Operations, an Executive Secretary, a Technical Support Specialist as well as the shared staff in the Public Safety Business Office (PSBO). The Division is responsible for both the day to day operation of the Fire Department as well as long range planning and budgeting. The Division conducts frequent business with the Town's citizens and business owners, town, state, and federal officials, other fire departments, and other Town departments as well as various media, insurance, and private entities. The Division further participates in the development of Standard Operating Guidelines; preparation of the Department's Capital Improvement Plan and insures compliance with departmental policies, orders, rules, and procedures.

The Fire Department lost several officers to retirement during the year. They took many years of experience with them when they left to enjoy their well earned "golden years". The Department is confident that those who were promoted to replace them are more than qualified to "take the reins". Those promoted in 2009 were:

- Firefighter Paul Trahon promoted to Lieutenant
- Firefighter David Randolph promoted to Lieutenant
- Lieutenant John Radley promoted to Captain
- Lieutenant Owen Thompson promoted to Captain.

These officers have been assigned to various fire stations throughout the Town.

Fire Suppression Division

The Fire Suppression is the largest division of the Fire Department. It is staffed by four Deputy Chiefs, seven Captains, 21 Lieutenants, and 110 Firefighters. They are assigned to four groups which work on a rotating schedule manning two ladder trucks, five engine companies and one command vehicle. They respond from five fire stations geographically distributed about the Town.

The Fire Suppression Division performs a wide range of services, primary of which is the timely response to alarms of fire from various sources and responses to medical emergencies. The Department responded to approximately 7,500 calls in 2009. The calls varied from alarm activations in high rise residential structures by means of master fire alarm boxes to central station notifications in private residences. The most common source of notifications was telephone calls. Fire companies investigated and mitigated many hazardous conditions in numerous mercantile, commercial and residential occupancies.

Many of our calls are for motor vehicle accidents involving the extrication of trapped occupants and the rendering of first aid. At approximately 8:00 am on April 21, a driver lost control of a vehicle and it struck a building containing commercial and residential units on Heath Street. Fire companies responded, extricated the driver, rendered first aid, and assessed the building for damage and structural stability. The utilities to the building were shut down to prevent a hazardous condition. Another serious motor vehicle accident occurred on February 18 when a citizen was struck by a motor vehicle in the parking lot of Trader Joe's at approximately 11:00 am. The victim was entrapped in a most complicated manner. The responding Officers and Firefighters worked for a prolonged period of time in a most competent and professional manner. The victim was extricated and transported to a local hospital in a viable condition. Operations of this type once again prove what our firefighting force is made of.



**The Liberty Mutual Award for Heroic Accomplishments Recipients
(L to R) Lieutenant Paul Pender, Acting Lieutenant Gerald J. Murphy and Firefighter Frederick Johnston***

On February 2, the Liberty Mutual Insurance company recognized three of our members for their heroic accomplishments at the 2008 Harrison Street fire. Lieutenant Paul Pender, Acting Lieutenant Gerry Murphy and Firefighter Frederick Johnston received awards for rescuing their comrades who were trapped while battling this stubborn fire.

There were five multiple alarm fires in Brookline in 2009. They were a residential building under construction at 241 Kent Street on January 26, a mercantile occupancy at 1160 Boylston Street on February 16, a single family home at 59 Naples Road on March 26, a fire on the roof of 1477 Beacon Street on April 5 and a multiple dwelling located at 44 Davis Avenue on December 16. At each of these fires the quick and decisive actions of the arriving crews contained the fire to the building of origin and by efficient extinguishing methods helped to minimize damage.



3rd Alarm Box at 59 Naples Road*

The Fire Suppression Division has many more responsibilities. The Fire Prevention Inspection Program co-ordinates the inspection and pre-fire planning of all residential buildings of six units or more by the fire companies. The fire trucks are in-service and available to respond to any emergency while conducting these inspections there by performing double duty. The firefighters assigned to the suppression fire trucks conducted over 700 building inspections of multi-unit occupancies and over 1000 smoke detector inspections for properties being sold or refinanced. If violations were found, the Officer would issue an abatement and schedule a re-inspection for corrections and compliance. The fire trucks also conducted over 80 fire drills at both public and private educational facilities located throughout the Town.

Training is a major aspect of every fire department, including ours. Single unit in-house training on tools, equipment and procedures is conducted by the company officer, multi-unit training utilizing our drill yard at the Hammond Street Station is conducted by our training staff, as well as utility hazard classes for dealing with gas, electric, and M.B.T.A. situations taught by specialty instructors from the utility companies, classes on pumping apparatus, aerial operations, ventilation, forcible entry, ice and water rescue, hazardous materials incident mitigation, extrication, suppression techniques, and command and control classes are held frequently and members are evaluated on their performance.



2nd Alarm Fire at 1477 Beacon Street*



Ice Rescue Training on Jamaica Pond*

**Photos used by permission of Stephen J. Walsh www.Box714Imaging.com*

Most of our town's firefighters are Emergency Medical Technicians and they go through annual training in cardio pulmonary resuscitation, the use of the semi-automatic defibrillator and other life saving techniques used in the administration of first aid. Medical runs account for just over 50% of our responses. A fully equipped and adequately staffed fire company has responded to most every medical call within three minutes.

Accomplishments in 2009

- Maintained acceptable response times
- Completed all mandated inspections
- Successfully participated in Town Emergency Management Team operations
- Maintained adequate training programs
- Re-certification of all eligible Emergency Medical Technicians.

2010 Objectives

- To safely respond on a timely basis and work at any incident to and save lives, protect property and the environment by safely utilizing manpower and resources in a most efficient manner.

- To continue our training to constantly evolve and meet new challenges, utilizing new procedures, new tools and equipment, and new technologies.
- To offer command and control educational opportunities to our chief fire officers.
- To improve the efficiency of information gathering and utilization of same in emergency responses.
- To offer professional development courses to the entire command staff.
- To continue to coordinate our efforts with the Urban Area Security Initiative for the cooperative use of shared resources.
- To improve inter-operability with other Town, State, Regional and Federal agencies.
- To maintain adequate staffing and response to all emergencies.
- To obtain more money for upkeep of tools, equipment, training, adequate manning and apparatus.
- To increase the number of members trained for the Radiological Survey Team.

Fire Prevention

The Fire Prevention Division consists of a Deputy Chief, a Lieutenant and One Fire Inspector.

The Division Fire Prevention has the responsibility for enforcement of MGL Ch. 148 and the State of Massachusetts Fire Prevention Regulations 527 CMR. In conjunction with the law and fire regulations, Fire Prevention reviews and issues all fire permits and sets up and supervises all fire details in the Town of Brookline. The officers and inspector work closely with the Building Department on plan reviews and inspections of all new and renovated buildings. The members of this Division also perform investigations as to the origin and cause of all building fires and any fire of suspicious origin. All members take part in continuous training throughout the year through programs run by the State Fire Academy, Fire Prevention Association of Massachusetts and the Massachusetts Chapter of the International Association of Arson Investigators. This office schedules and coordinates approximately 1,000 smoke and carbon monoxide detector inspections each year. These are required by MGL Ch. 148 whenever a residential property is sold. In addition the annual inspections for health care facilities, lodging houses, hotels, restaurants, and public and private schools are conducted by members of this division.

The Metrofire Fire Safety Trailer was set up as part of the Flag Day celebration and the Department's S.A.F.E. (Student Awareness of Fire Education) instructors provided fire safety education and literature to many of those attending. Fire Prevention also coordinated and supervised the S. A. F. E. Education classes for prekindergarten, kindergarten, first grade, and second grade in all the grammar schools in Brookline.

Training Division

The Training Division is staffed with one Deputy Chief, one Captain and one Lieutenant. This Division is responsible for initial recruit training, as well as the continuing education and training of the Fire Department.

In the past year the Training Division completed various assignments. We conducted one recruit class that ended in January 2009. The November 2008 to January 2009 class was made up of eight recruits from the towns of Brookline and Norwood. The nine week course covered the twenty-two modules required for the State of Massachusetts Firefighter 1 certification as well as the modules for the State of Massachusetts Firefighter 2 certification.

Training also had a continued partnership with the Massachusetts Emergency Management Agency (MEMA), State Homeland Security Urban Area Security Initiative (UASI), Battle Road Regional Emergency Planning Committee (BREPC) and Mayor's Office of Emergency Preparedness (MOEP). In April of 2009 the Training Division along with Engine Company 5 participated in a radiation drill with eight members of the UASI group.

The Training Division also performed hose testing for all of the front line and spare engine companies throughout the Town as well as making sure that all front line pumpers were given an annual pump test.

The Training Division also provided Brookline Fire Department staff with a comprehensive set of instructions that covered both on-going re-certifications, as well as instruction that covered new equipment, updated techniques and basic continuing education in areas of firefighting and emergency

medical services. With over thirty classes held by the Training Division, every member of the department was offered over 75 hours of instruction.

In-service individual company training is also supervised by the Training Division. Our Department Company Officers continue to conduct their daily in-service training, which helps to reinforce the knowledge and skills of their group members. A yearly list of subject matter has been distributed to each station. The Training Division also distributes supporting instructional material, references and resources necessary to aid in-service training.

For the calendar year 2010 the Training Division theme is **Back to Basics/Let's get Physical**. We want to focus more time on training for every day emergencies, such as building fires, ladder operations, auto extrication, medical emergencies etc. The Training Division would also like to do more hands-on training in the drill yard.

Apparatus Maintenance Division

The Apparatus Maintenance Division consists of one Motor Equipment Foreman and one Motor Equipment Repairman. The Division is responsible for the repair and servicing of all Fire Department vehicles. The Division also maintains all auxiliary equipment such as small pumps, fans, hydraulically powered extrication, and forcible entry equipment. The equipment repairman is also a certified self-contained breathing apparatus (SUBA) technician responsible for the maintenance and repair of all SUBA units.

All vehicles were serviced two times during the year 2009. The service consists of grease, oil, oil filters, tune-ups, brake inspections and maintenance. These vehicles are also inspected as part of the annual registry of motor vehicles state inspection and federal (DOT) inspection. Vehicles are winterized with anti-freeze and tire chains have been repaired or replaced. Hurst extraction tools are serviced and hydraulic pressures set according to factory specifications. All portable generators and pumps were serviced and checked. The air compressors at both stations #4 and #5 were serviced and tested. Four air samples on both compressors were taken. Aerial ladders and tower #1 have been tested. Fifteen ground ladders have been tested. All fire hoses have been tested and numerous links replaced. A rust proofing and undercoating program has been put into place for fire apparatus. All fire pumps have been tested by a third party and certified. A new C1 Ford Taurus and a new C2 Chevy Tahoe have been received. Ten year old Quint #4 has been sent out for complete refurbishment which will extend its life span for another 8 – 10 years. A new fire truck (Quint #5) is on order due for delivery spring 2010.

Fire Alarm Division

In 2009, the 911 Center received a \$124,458 Public Safety Answering Point (PSAP) Support Grant to cover overtime expenses and to purchase equipment and a \$22,105 training grant from the State 911 Department. Thirty candidates took the Dispatcher Pre-Employment exam and three new dispatchers were hired and trained at the State 911 Department Public Safety Communications Academy.

Over the year, the Division monitored fire alarm systems in the Town over both the Keltron and Vision 21 fire alarm equipment simultaneously, testing the new Vision 21 system for reliability, with the intention of gradually phasing out the old Keltron equipment and moving onto the Vision 21 equipment. In the next few weeks, the final phase of the fire alarm system equipment update will be completed using \$2,000 of grant money to switch over completely to the Vision 21 equipment, reconfiguring the four circuits into existing electronics cabinets to free up work space in the 911 Center.

BUILDING DEPARTMENT

Michael Shepard, Building Commissioner

The Building Department is charged to oversee all construction, alteration, repair and demolition throughout the Town. The Department reviews and issues permits for construction, repair, remodeling and demolition, and also issues certificates of inspection, compliance and occupancy. The Department staff enforces the State Building Code as well as by-laws and regulations related to zoning, building, plumbing, gasfitting, electrical, fire safety, sprinklers, accessibility, noise, signage, preservation and demolition. The Department performs the annual inspection of lodging houses, places of assembly, parking facilities and common victualler locations prior to their license renewal.

The Department is also responsible for the repair and maintenance and capital improvement programs for Town and School buildings. The department is responsible for the daily operation of the Town Hall, the Health Center Building and the public Safety building.

The Building Department issued 5,865 permits in 2009. There were 17 new buildings built, and 745 alteration permits issued along with an enormous number of other permits issued for various other types of building construction.

During 2009 the Building Department staff continued to take advantage of continuing education courses offered by the State Department of Public Safety. These courses help assure that inspectors are well versed in code changes as well as their timely implementation in Brookline. Building, along with all the other permitting departments, with the able assistance of the IT Department, selected new permitting software. The new software will help with work-flow issues within Town Hall and provide a greater sense of transparency outside of Town Hall. Building Department staff, in conjunction with the Selectman's Climate Action Committee, has been working to provide education regarding the new, local option, Stretch Energy Code. The more restrictive energy code will help reduce the carbon footprint in Brookline. This option will be before Town Meeting Members this spring.

The following major projects took place in 2009

Major renovation of the HVAC system was done at the Putterham Library. With the cooperation of the Library leadership the work was undertaken while the Library was in business. It is hoped that a new roof and photo-voltaic display will be installed this summer. The 888 Commonwealth Avenue project was completed and several new businesses and expanded educational facilities are the result. The St. Aidan's project was completed and seems to be well received by the neighbors and the residents of the complex.

The following permits and certificates were issued in 2009

Permits Issued:	5,792	Certificates Issued	276
Building	1,720	Builder's License	56
Electrical	1,338	Inspections:	
Plumbing	1,131	Common Victualler	144
Gas Fitting	889	Lodging House	50
Mechanical	240	Violation Notices	25
Sprinkler	17	Court Complaints	12
Occupancy	326	Board of Appeals Cases	53
Other	131		

Public Buildings

The Public Buildings Division of the Building Department is responsible for all repairs, maintenance, rehabilitation and general upkeep of all Town and School buildings. The support staff provided services to all the Town and School buildings. The Division uses its staff for most emergency calls, small to medium size projects, and completion of small items left over from larger projects. Generally, large scale projects and preventative maintenance is performed by outside contractors. Also, specialized services such as burner/boiler maintenance, fire alarm and glazing services are performed by outside contractors. We monitor buildings through energy management systems – 36 in total now. Approximately 1,500 service orders were issued last year to outside contractors.

Overcrowding of spaces continues to put enormous pressures on the School Department facilities. The Building Department worked with the Administration to find and create more spaces from contemplating modulars to dividing rooms in half. New spaces were made at the Runkle, Lawrence, and Heath Schools. More temporary work is planned for the summer. Also, a permanent addition may be needed at the Heath School and feasibility plans have been made for this.

This year, the Building Department working with monies provided by the Energy Efficiency and Conservation Block Grant (EECBG), NSTAR and monies provided through the Capital Improvements

Program (CIP) did over \$500,000 worth of energy conservation projects. This work included new lights, ballasts, occupancy sensors, energy management systems, demand control ventilation and dual fuel burners. With energy costs constantly rising, there is great concern with future costs. One way to control these costs is by reducing the usage.

School Buildings

The Runkle School is slated to begin work in the summer of 2010. The feasibility plans are complete and the design work has begun. The school will be relocated to the Old Lincoln School for two years while the Runkle School gets remodeled.

The Baldwin School was examined as to its viability for new program usage. The site may be used for Pre-K programs as well as an extension of the existing programs.

The Baker School had more work done on its door security system. New doors were replaced. The Devotion School had approximately 12 new offices built in the former home economics space. The school is scheduled for renovation in the next few years.

The Driscoll School had a new toilet installed in the Pre-K room which was required for the program. A new digital phone system was installed to replace the existing system. The system can also double as a Public Address (PA) system.

The Heath School had the upper extended day space turned into a Social Studies room. This allowed for classroom expansion. More plans are in the works for temporary spaces for the summer. Four new sinks were installed to meet the needs of the program.

The Lawrence School had flooring work done. There was also painting work done by the summer staff. A large project for this building was the transformation of the music room into a kindergarten space. New lighting, a toilet and a sink were installed for the program. The music class moved to the auditorium.

The Pierce School had two of its extended day classrooms relocated. The new spaces were remodeled back into full use classrooms and a sink was added.

New Lincoln School had some painting and wall work done over the summer. A wall was removed in one of the classrooms to create a new larger room. New lockers were purchased.

The Lynch Recreation Center had new lighting and occupancy controls installed.

The Runkle School had a major issue with space. Spare partitions from the High School were used to create two office spaces.

The High School had the Culinary Arts program relocated to the Unified Arts Building (UAB). The vacated was turned into Special Education (SPED) classrooms. The Brookline Early Education Program (BEEP) offices at the Unified Arts Building (UAB) were relocated to space in the High School. A new classroom and office space was made along with a side entrance and toilet. The Adult Education offices were relocated across the hallway.

A number of keycard systems were expanded in the schools. Of concern is school security. There have been a number of recent incidences which require the buildings to be more secure. The Principals can modify, as they see fit, the access to their buildings through the access control system.

Town Buildings

Town Hall's renovation is complete and the occupants were moved back from the Old Lincoln School to Town Hall. The building has new operable windows, new lighting, HVAC controls, flooring and paint. It is worth noting that the total usable space of the Town Hall is just about the same as before the renovation. Energy usage however has not stayed the same. It has been cut almost in half.

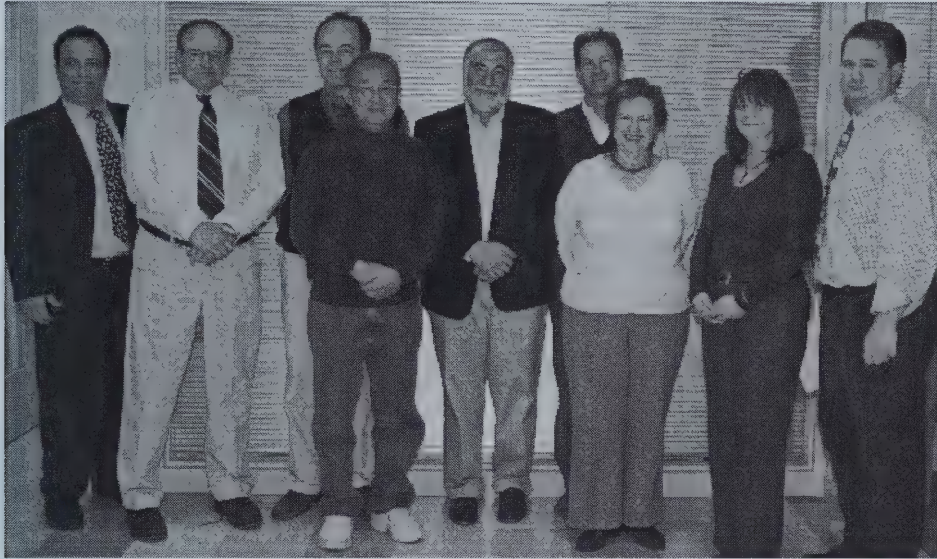
The Incinerator site still has on-going work. More work is planned for storage space over the next few months.

The Soule Rec Center building had its exterior painted. There was also some paint work done inside.

The greening of the Town is active. Town and School buildings have started to use green cleaning products. Also, the Town is looking at renewable possibilities for reducing our carbon footprint.

Building Commission

As required by the Town By-Laws, the five Building Commission members are appointed by the Board of Selectmen. The Commission manages all Capital Improvement Program projects with respect to public buildings including negotiating contracts, approving payments and change orders, and working with user groups to define the needs and scope of projects within the budgets as determined by Town Meeting.



Building Commission

**L-R: Tony Guigli, Michael Shepard, Ray Masak, George Cha, Ken Kaplan,
David Pollak, Janet Fierman, Donna Martinez and Charles Simmons**

Projects usually involve a planning or feasibility stage, in which the Commission assists the user group in identifying program and infrastructure needs. Once funding is secured, the project then moves into design and the subsequent construction phase. Two full time staff people support the work of the Commission.

During calendar year 2009, efforts on the Runkle School Renovations and Additions Project continued with the selection of Design Partnership of Cambridge as the architect for the project. In March, the firm began work on the Feasibility and Schematic Design Phases of the Project. This was an extensive and involved effort to program and schematically design a school reutilizing as much of the existing building as possible while meeting program needs. The design team worked with parents, staff and administration to effectively address these issues. In addition, there was and is an ongoing and extensive public process in which neighbors and other stakeholders have input. The project has been closely coordinated with the Massachusetts School Building Authority (MSBA), which is providing a significant amount of funding. By autumn, after much work, feasibility and schematic design was done and approved in concept by the MSBA and Town officials. This in turn led to presentation of the project to Town Meeting for funding of all remaining anticipated project costs. By year end, funding had been approved; the Town was working on zoning issues as well as Design Development of the project. Staff was also working with the School Department to begin efforts on making ready the Old Lincoln School for temporary occupancy by the Runkle School.

On other school matters, the Commission and staff continued to work with the School Department to find short and long term solutions to the burgeoning district-wide enrollment issues. In the summer of 2009, masonry restoration and repairs at the High School were completed, and new operable windows were installed throughout the Tappan Gym, including electric window operators for the high clearstory

windows. The Commission collaborated with the School Department to begin the process of selecting an architect for the Pierce School Auditorium/Amphitheater Re-Use Study.

Regarding Town Hall, staff continued to work on efforts to close-out the renovations project including fine-tuning of the temperature controls system. The Town Hall Garages Repairs Feasibility Study was completed and the Commission and staff began the designer selection process to select an engineer to implement the design of same.

Putterham Library HVAC Renovations, Fire Alarm upgrade and associated electrical work commenced in the spring and by year end the work was nearing completion. Staff also worked with the Librarian to begin the process of selecting a designer for the roof and photovoltaic array installation. In addition, an architect was selected to design waterproofing repairs to the Main Library plaza.

Other work included selecting an architect to study whether the Town's fire houses are suitable for modern firefighting apparatus, electrical and lighting improvements to the Transfer Station and Wood Hog Building including electric door operator at the Wood Hog Building. Staff worked with Town Counsel to secure a design for corrective measures to the Health Center HVAC system in a manner to minimize any cost or other impact to the Town. The Department also continued the process to preserve, catalog and digitize the Town's collection of public building plans.

In summary, calendar year 2009 saw many successes and new opportunities going forward into 2010. The Building Commission is prepared to meet the challenges and continue to maintain high quality in the design, construction and renovation of Town and School buildings.

Board of Examiners

The Board of Examiners was established under the Town of Brookline Building Code. Today this Board is established under the Massachusetts State Building Code. The Board consists of three members (an engineer, an architect, and a licensed contractor) all appointed by the Board of Selectmen. Presently, the Board members are Barnett Berliner, and Fred Lebow. The Board meets when required to hold licensing examinations to ensure that all work in the construction, alteration, removal, or demolition of buildings or structures in the Town is performed by qualified licensed persons. All of the meetings are conducted under the Open Meeting Law which requires notice of such meetings be posted to the public and that accurate records of the Board's proceedings be maintained.

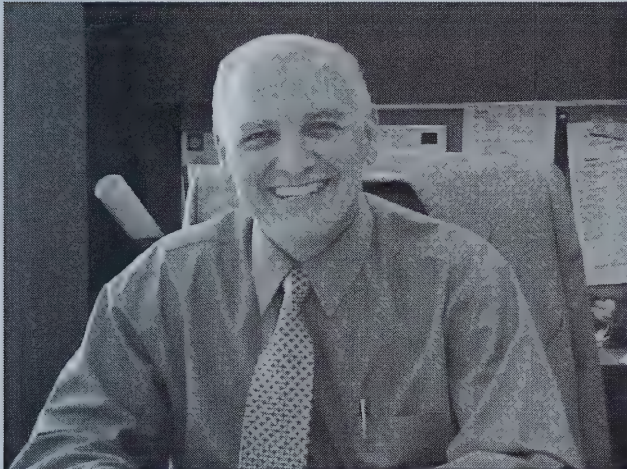
During 2009 a total of 56 licenses were renewed.

DEPARTMENT OF PUBLIC WORKS

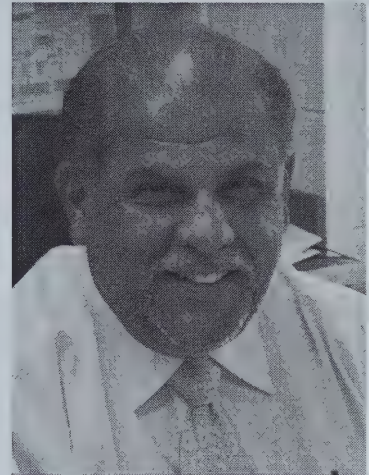
A. Thomas DeMaio, Commissioner

The Mission of the Department of Public Works is to serve its citizens by delivering a high level of service to the Town. This is accomplished through the efforts of a well-trained workforce and the leadership of a very competent and accountable professional staff.

The Public Works Department is responsible for all endeavors relating to planning, designing, operating, maintaining, and managing public ways, park lands, open space, public grounds, Town cemeteries, water distribution systems, sewer collection systems, storm drain systems, and the collection and disposal of solid waste and recycling. The Department also provides engineering support services and motor equipment maintenance services to all Town departments.



A. Thomas DeMaio



Andrew M. Pappastergion

At year end, Commissioner A. Thomas DeMaio retired after 30 years of service to the Community. DeMaio's tenure as Commissioner for the last 17 years has been marked with considerable accomplishments including the Motor Equipment Replacement program, the development of the Municipal Service Center which houses the Highway & Sanitation Division and the recent consolidation of the Park Division into the Municipal Service Center.

Andrew M. Pappastergion the Director of Water & Sewer for the last 28 years was appointed as the new Commissioner to lead the Public Works Department.

Management

The Department of Public Works (DPW) divides its multiple responsibilities for the management, maintenance and operations of the Town's infrastructure among five principle Divisions: Administration, Engineering and Transportation, Highway and Sanitation (including Fleet Service), Parks and Open Space (including Forestry, Conservation and Cemetery) and Water and Sewer.

Overseeing each of these Divisions is the Commissioner of Public Works. Together with his management team, the Commissioner establishes both long and short-term policy direction, forecasts annual operations and capital budgets, and structures departmental management and staffing.

Excluding Administration, each of these five Divisions is headed by a Director, charged with staff, budget and management responsibilities that are tailored to the specific public resource under their jurisdiction. Peter Ditto, serves as Director of Engineering and Transportation, while Erin Chute Gallentine serves as Director of Parks and Open Space and Kevin Johnson serves as Director of Highway & Sanitation while Phillip Trainor, Operations Manager for Water & Sewer was appointed to serve as interim Director of the Water and Sewer Division.

For purposes of departmental scale, Brookline DPW employs approximately 168 full-time, permanent individuals and has an annual operating budget in the order of \$12.8M, excluding the Water and Sewer Division, which is operated as an enterprise with an annual budget of approximately \$24.0M. In addition, DPW Capital Improvement appropriations totaled \$8.4M (including the Water and Sewer Division, in this case) for fiscal year 2010, with a large percentage of that funding, some \$5.0M, dedicated to the Newton Street Landfill project.

Middle Management

While each division within Public Works is lead by a Director, the mid level management structure includes Operations Managers, a Fleet Maintenance Supervisor a Tree Warden/Conservation Officer, and a Transportation Administrator, all of which provide support and assistance to the management team.

At the beginning of the year, Richard Stewart was hired as the Operations Manager of the Highway & Sanitation Division.



Richard Stewart, Highway & Sanitation Operations Manager

Administrative Team

The Administrative staff is lead by an Administrative Manager and is critical to the daily functions of the Department of Public Works. Situated in Town Hall and at the Division locations, the Administrative staff provides support to the entire department.

These individuals provide customer service, answer inquiries regarding billing, recycling/compost bins, refuse & recycling pick up, deal directly with public queries regarding work schedules and permit issuance, while maintaining employee payroll and departmental budget/billing records. All invoice payments, requisitions and purchase orders are facilitated by the administrative staff.

Along with the Administrative staff is the Systems Administrator, a vital resource facilitating, installing and trouble-shooting information and communication technologies deployed by all Divisions. The Department continues to move to the forefront implementing and maintaining the Cartegraph Work Order system, the Kronos Time and Attendance system, and the Fuel Master tracking system for all Town vehicles.

Public Guidance and Governance

Brookline citizenry play an integral role in Town management, programming and policies through an appointed structure of official Boards and Commissions. The Department of Public Works operates within this vein of public participation, supporting the roles of specific project advisory or selection committees, targeted task forces, and boards or commissions with certain mandated authorities or controls. The following boards and commissions, whose memberships are appointed by the Board of Selectmen, work on a permanent and prescribed basis with various of the Public Works Divisions: Park and Recreation Commission; Tree Planting Committee; Conservation Commission; Transportation Board; Solid Waste Advisory Committee; and the Trustees of Cemeteries.

2009 Highlights

Evening with the Commissioner and Staff

Residents attend this special forum to address questions, concerns, and comments regarding the operations of the Department of Public Works. This event is held annually prior to Town meeting for a more in-depth discussion of issues concerning the Department of Public Works.

DPW Day

In May the Town celebrated National Public Works Week with the annual DPW Open House at the Municipal Service Center. Over 400 third graders participated in the field trip. The Open House continued through the day with over 600 families in the community touring the facility. Each Division within the Department of Public Works set up stations to demonstrate their role in the community. The annual event gives school children the opportunity to interact with DPW employees and equipment, provides education on a variety of plants provided by the Parks division, as well as the opportunity to learn about what's under the street and where the water and waste travels with the Water and Sewer Division.



Students Receive a Plant at DPW Day

The children learned how playgrounds in the Town are produced and maintained in the carpentry shop and how street signs are made in the sign shop.



Students Tour the Sign Shop

A highlight of the day is the recycling show with Recycling Magician Jack Golden. This 45 minute entertaining show educated the children on how to recycle. Each child brought home a creation made from recycled material.



Students Watch the Recycling Magic Show

The Open House extended through the day for all Brookline families. The children had the opportunity to view many different kinds of equipment and trucks used by the DPW.



P.W. Paws Entertains the Children

Consolidation of the Park & Highway Division

The Department of Public Works made an operational change consolidating the Park and Open Space Division into the Municipal Service Center with the Highway & Sanitation Division. The Park Division's garage facility located at Larz Anderson is used as a storage facility for equipment as the seasons change. The transition of all personnel as well as preparing the Municipal Service Center to assure the housing of equipment for both Divisions have been accomplished.

American Public Works Accreditation Program

The Brookline Department of Public Works continues to gather accreditation documentation required as part of the accreditation process through the American Public Works Association. The purpose of the APWA accreditation program is to provide a means of formally verifying and recognizing public works agencies for compliance with the recommended practices set forth in the Public Works Management Practices Manual. It is a voluntary, self-motivated approach to objectively evaluate, verify and recognize compliance with the recommended management practices. This accreditation program is an intensive effort which, when completed, is intended to strengthen the operational and procedural capabilities of the Department.

HIGHWAY, SANITATION AND FLEET SERVICES DIVISION

The Highway, Sanitation and Fleet Services Division are structurally divisible into four independent, though cooperatively functioning units:

- The **Highway Unit** provides for the maintenance of the Town's streets, sidewalks, tree lawns, public pathways, municipal and school parking lots, and paved play areas, along with other roadway appurtenances including curbside benches, litter baskets, fencing, and guardrails. In addition to the surface repair of streets, sidewalks, and pathways, the Highway Division is responsible for the clearing of snow, sand, leaves, litter, graffiti, and other unwanted debris from public ways and facilities.
- The **Sanitation Unit** is responsible for the provision of residential solid waste collection and disposal services for 13,271 residential customers and a recycling and recovery program that includes the annual collection of residential household hazardous wastes.
- The **Fleet and Facility Services Unit** is charged with the acquisition and servicing of all Town-owned vehicles, outside of the Fire Department's emergency response fleet. In addition, this Unit assists in the administration of the Town's taxi licensing and inspection program, as well as the routine physical maintenance of all Department of Public Works buildings, including garages, office, and storage facilities town-wide.
- The **Traffic Systems Unit** is accountable for the recurrent maintenance and repair of traffic related roadway appurtenances, including traffic signals at 60 intersections. In total, this inventory is comprised of approximately 1,120 individual signals, all street lights, 2,500 parking meters, 28 school zone warning lights, 8,000 signs, and pavement markings on the more than 200 lane miles of streets throughout the. Recently added to this Unit is the Fire Alarm Division infrastructure which comprises of 229 Master boxes 302 street boxes and 100 miles of over head wires.

Highway

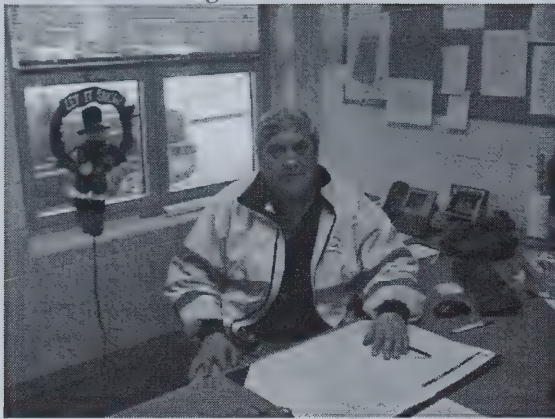
The Highway Unit is responsible for the maintenance of more than 200 lane miles of asphalt roadways and 150 miles of sidewalks of varying surface types. In this past calendar year Highway continued its effort to make intermediate repairs to roadways and sidewalks in an effort to preserve their surface integrity for the safety of the public and to keep them clean and more aesthetically appealing. The Unit continued its program of working in conjunction with contractual services to accelerate the replacement of sidewalks in areas of the Town where pedestrian traffic is heaviest and the sidewalks are in an advanced state of deterioration.

HIGHWAY STATISTICS 2009

Bituminous Concrete	742 tons
Concrete	890 cubic yards
Leaves Collected	2778 tons
Street Sweeping	1745 tons
Waste Concrete, Asphalt & Gravel	3532 tons
Snow Storms / Events	19
Snow Accumulation	70.5"
Household Hazardous Waste Day	1100 resident participants

2009 Accomplishments

- Due to retirements, the Highway and Sanitation Division has successfully filled its vacant positions promoting Roger Mello to General Foreman and Frank Eagan to Sanitation Foreman.



Roger Mello
General Foreman



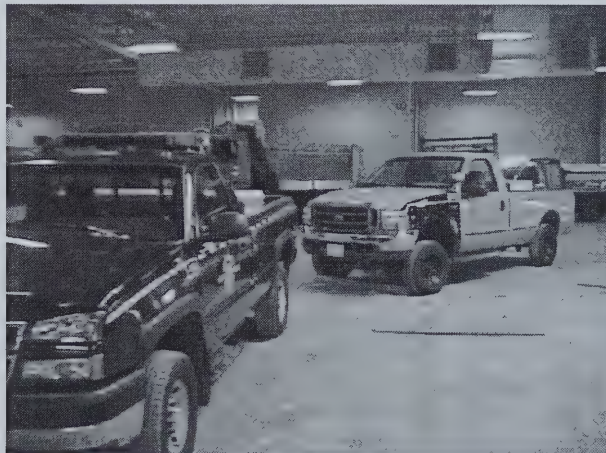
Frank Eagan
Sanitation Foreman

- Consolidation of the Fire Alarm division into the DPW Traffic system unit.



Brian Slavin & Pat Carroll

- Successfully managed the transition of the Parks and Open Space operation to the MSC.



Highway & Park Trucks

- As in the past several years, the Highway Division continues sidewalk replacement. The Town Highway crews placed a total of 890 cubic yards for FY09. The replacement remains stable through training, cross-training, sound equipment and a dedicated workforce. The ability to

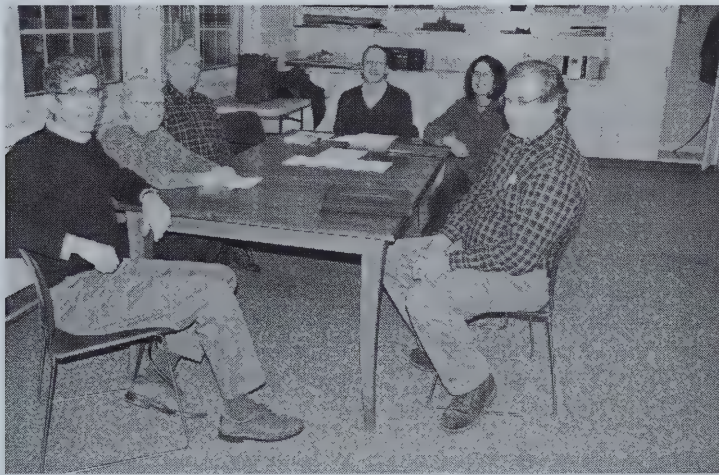
sustain this level of productivity is based on funding to purchase concrete and maintaining existing manpower levels.

Sanitation 2009 Accomplishments

- Opened the new permanent Brookline hazardous waste recycling facility. The facility operated every Thursday from May thru October and was visited by 1100 residents. During this time, over 20 tons of electronic waste and numerous items containing freon were dropped off and recycled.
- Over 1,500 gallons of flammables, paints, pesticides, acids, mercury and poisons were recycled.
- Over 9,000 fluorescent light bulbs and numerous boxes of sharps, rechargeable batteries, car tires and batteries and numerous other household hazardous items were properly recycled.

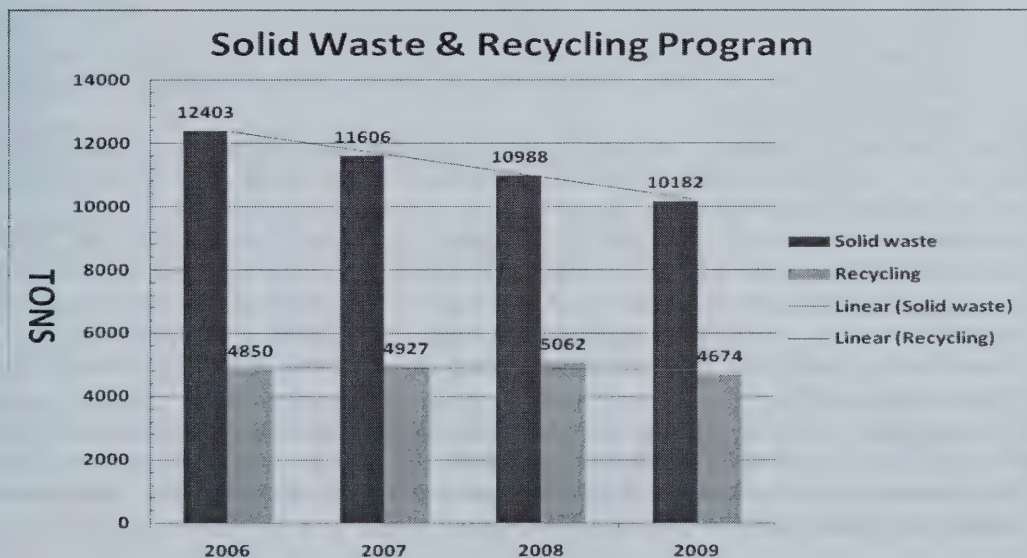
Goals

- To place public space recycling containers and solar powered litter barrels throughout Brookline to reduce litter, fuel consumption, carbon emissions and increase recycling.
- To operate 1 day per week, 6 months per year, and expand the permanent Household Hazardous Products (HHP) facility to better service the residents of Brookline
- To maintain an aggressive code enforcement campaign to improve the environmental quality and aesthetics of the community.
- To work with the Solid Waste Advisory Committee on reducing solid waste and increasing recycling.



Solid Waste Advisory Committee

Sanitation Statistics 2009



SOLID WASTE CODE ENFORCEMENT PROGRAM	
Solid Waste Complaints Received (Approx)	390
Inspections/Re-Inspections	800
Solid Waste Warnings Issues	284
Solid Waste Tickets Issues	320
Order Letter Issued	-4-
TICKETS RESULTING IN COURT ACTION	
Dismissed by Court/Issuing Inspector	1
Number of Tickets Outstanding	9
Total Amount of Fines from Outstanding Tickets	\$760
Total Number of Tickets Paid	36
Total Amount of Fines Collected	\$2,050
Number of Waste Haulers Permitted	43
Waste Hauler Permit Fees Collected	\$17,530
SNOW ENFORCEMENT	
Complaints	42
Warnings	180
Fines	7
Dismissed	3

Fleet and Facility Services Unit

The Fleet and Facility Services section of the Division is responsible for the acquisition, inventory, inspection, maintenance and disposal of all mechanized Public Works equipment, with the exception of the Water and Sewer Division's equipment. The Fleet Services Section also maintains and inspects all other automotive / truck equipment within the Town except for equipment operated by the Fire Department. In addition the Fleet and Facility Services section is also responsible for routine maintenance and management of the Municipal Service Center, the Transfer Station and the Parks and Open Space maintenance facility at Larz Anderson Park.

Fleet and Facility Accomplishments 2009

- The Fleet Maintenance Section continued to operate two shifts. This enabled the Section to better serve the needs of all departments. Operating two maintenance shifts during the day improved response time to breakdowns and drastically reduced vehicle downtime.
- A strong and continued emphasis on technical training has benefited the Section enormously. By utilizing vendor and manufacturer relationships, technician training has been increased at minimal or no cost to the Town. The increase in training hours has directly improved technician efficiency and productivity.
- Fleet Services completed the implementation of the fleet module for Cartegraph. The inter-department work order system will further improve customer service, service quality levels and overall department efficiency.
- In-house cross training of technicians continued. Training technicians on the repair and maintenance of all Town equipment enabled the staff to be more versatile and efficient.
- Inter-departmental communication and cooperation was improved to the benefit of all parties. Vehicles needing preventive maintenance were scheduled with limited or no burden on departments operations. Also vehicles needing unscheduled maintenance were repaired on a more timely basis.
- In conjunction with the DPW's Transportation Division and publicly appointed Transportation Board, 390 taxi cab inspections were completed.
- The installation of "Fuelmaster" Fuel Management System improved the Fleet Services Section control and reporting of the Town's fuel usage.



Sign Shop

Traffic Systems Unit

Brookline's Traffic Systems Unit is responsible for the maintenance of Traffic Signals, Parking Meters, Pavement Markings, Ornamental and Utility Street Lights, Signs, Graffiti. During fiscal year 2009, along with daily, weekly, and monthly maintenance routes, the division executed work orders issued by the Transportation Division for regulatory sign installation, pavement markings and parking meter modifications. Responsibilities and accomplishments follow below:

- **Traffic Signals** The Traffic Systems Division is responsible for the maintenance of the signalized intersections, flashing beacons and school zone flashers.
- **Parking Meters** The maintenance of parking meters is a daily task of Traffic Systems Section and during fiscal 2009 responded to and repaired over 4,050 requests. The Traffic Systems personnel also removed and installed Parking Meters in areas where Highway maintenance and Engineering construction projects were to take place.
- **Signs and Pavement Markings** The Town continues to upgrade street signs, stop signs and poles to meet current M.U.T.C.D (Manual of Uniform Traffic Control Devices) standards of text size and retro-reflectivity. Traffic division completed 67 work orders from the Transportation department (120 sign total) and repaired or replaced 280 signs due to knock downs or faded signs. The Traffic Division has worked with the Engineering Division on a program to standardize pavement markings throughout the town. Part of the program is utilizing new marking products like 3M inlay tape and logos.
- **Street Lights** The maintenance of street lighting is managed by the Traffic Systems Unit, this includes ornamental, park, path and standard street lighting totaling over 4000 lights.
- **Events & Special Tasks** In conjunction with other departments, the Traffic Systems Unit plays a major role in the planning and executing of several major events throughout the year (Boston Marathon, Flag Day Parade, Walk for Hunger) to name a few and several minor events. Placing and removing all flags and banners on poles throughout the Town for different Town or private events is a common task.
- **Fire Alarm** The maintenance of Fire Alarms is managed by the Traffic Systems Unit, this includes Master Boxes, Street Boxes and 100 miles of cable wire.

WATER AND SEWER DIVISION

The Water and Sewer Division operates and maintains the Town's water and wastewater utility systems consisting of 355 miles of main piping and appurtenances that provide the entire population with reliable drinking water, for both domestic use and fire protection, and for the collection of sanitary sewage and storm water drainage. The operation of all three systems is done in strict accordance with all federal, state and local laws, ordinances and regulations to promote the health, safety and welfare of the community.

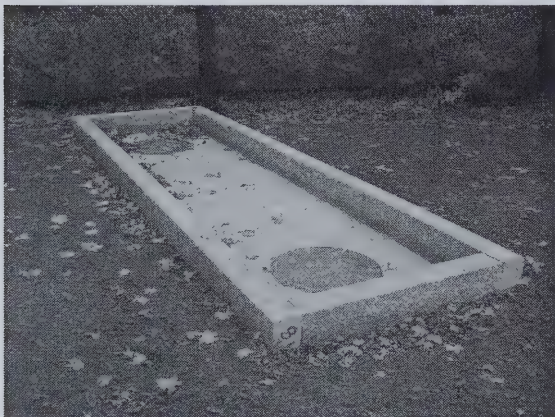
Under the leadership of the Director, the Division's administrative staff efficiently and courteously handles all water and sewer business functions, including payroll, accounts payable, licensing, permitting and customer relations. Over 2,000 requests for information and assistance and nearly 40,000 utility service invoices are processed annually, with over 1,600 billing complaints and inquiries investigated and resolved. In conjunction with the metering section, division staff service and maintain 10,383 water meters. During 2009, the administrative staff reviewed and processed 33 applications for Licensed Drainlayers and issued 58 permits for repairs to sewers and drains.

Water Distribution System

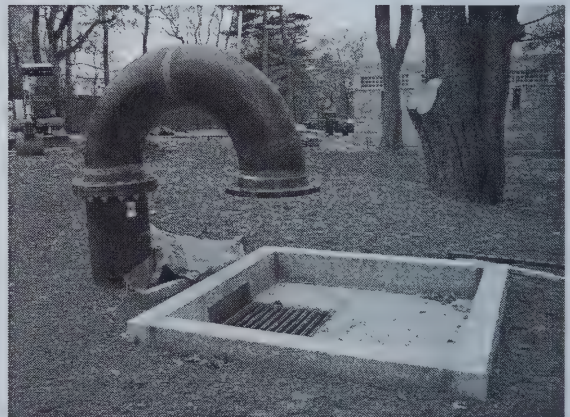
Components of the water distribution system include 135 miles of cast iron and ductile iron mains, 2,027 line valves, 1,555 fire hydrants, 10,808 service connections and storage facilities for nearly 14 million gallons of water. During 2009, the Division installed, repaired or replaced 214 service pipe connections, repaired 48 service and main leaks and repaired or replaced 33 fire hydrants, generating annual revenues of \$63,136. In addition, the Division conducted 38 fire flow tests yielding \$7,500 in revenue. Emergency response was provided for 422 service requests and 193 complaints were investigated and resolved for water quality, water pressure and leakage problems. The Division purchased 1,906.030 million gallons of water from the Massachusetts Water Resources Authority (MWRA), representing a decrease of 4.2% over 2008, with average daily usage of 5.222 million gallons and maximum daily usage of 6.893 million gallons. Retail water sales generated \$9,772,040 in revenue.

The Division's Cross Connection Control Program, established in 1989 pursuant to the Drinking Water Regulations of the Commonwealth of Massachusetts, has inspected all high and moderately high risk facilities throughout the Town and identified 1,982 violations requiring the installation of 1,104 backflow preventer devices on irrigation systems, fire sprinkler systems and high hazard plumbing systems. Annual testing of these devices by Division staff is mandated by state regulations and yielded \$58,760 in revenues during 2009.

As a result of changes to the Drinking Water Regulations promulgated by the Department of Environmental Protection, modifications to the drainage and overflow systems at the Singletree Hill Water Storage Tank were designed and constructed during the year. These piping modifications brought the distribution system into compliance with the cross connection provisions of the new regulations and have been certified by the DEP.



New Drain Spillway at Singletree Tank



New Overflow Piping at Singletree Tank

Wastewater Collection Systems

The wastewater collection system is made up of two independent pipe networks. The first consists of 104 miles of separated sanitary sewers and 7 miles of combined sewers that discharge through four sewer districts directly to the MWRA interceptors for treatment at Deer Island. The second system comprises 101 miles of storm drains that collect runoff and roadway drainage from 3,296 catch basins and discharge through twelve drainage districts to the Muddy River, Saw Mill Brook, Stony Brook and the Charles River. The major part of both systems was constructed between 1880 and 1930 and includes pipes sized from 6-inch to 150-inch in diameter.

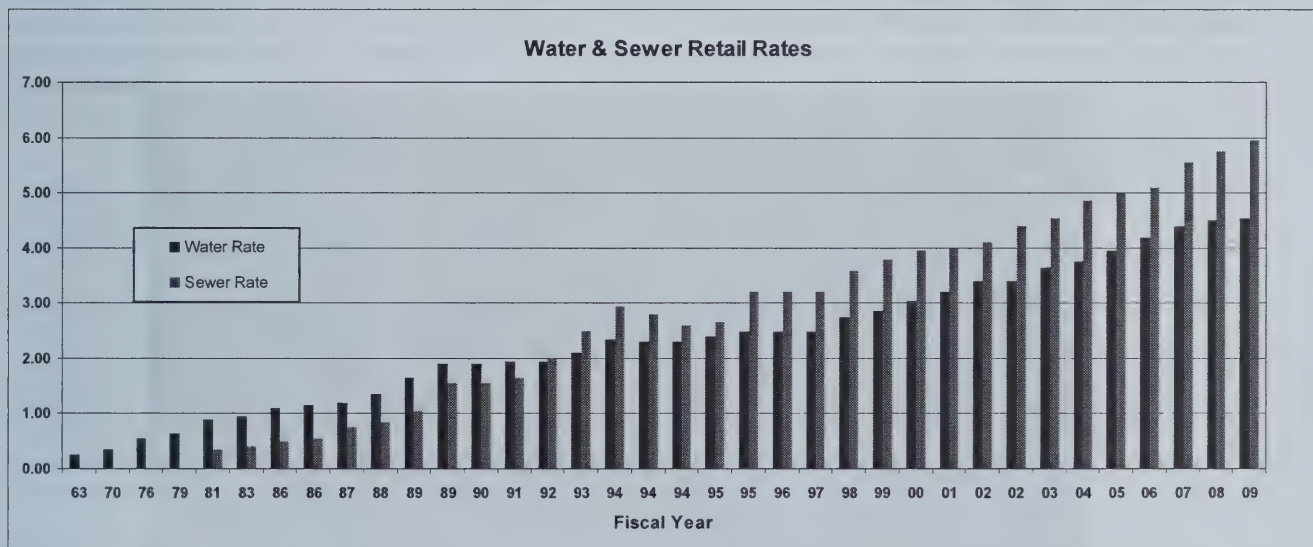
During 2009 emergency assistance was provided for 97 requests involving broken, plugged or backed up sewers and drains as well as the repair of 32 blockages. Structural repairs were made to 77 catch basins

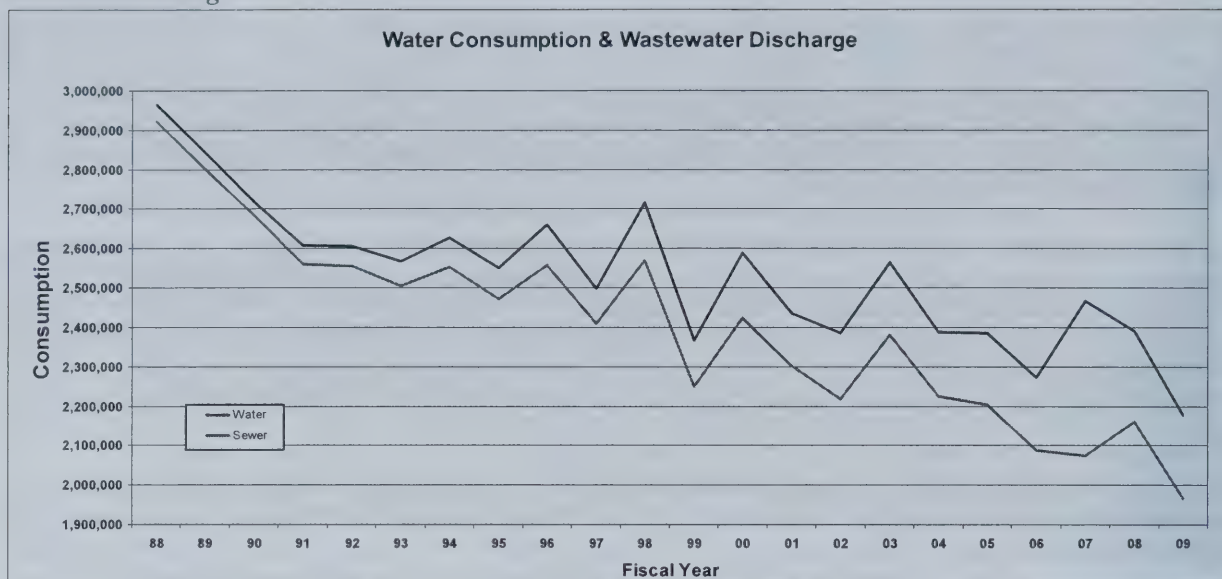
and manholes and 1,435 catch basins were cleaned generating 1,980 tons of accumulated sand, sediment and debris. The Division discharged 3,836 million gallons of wastewater to the MWRA sewer interceptors during 2009, resulting in an average daily flow of 10.51 million gallons, which was a 6.7% decrease over the total discharge for 2008. Total operation and maintenance costs for wastewater collection were offset by \$12,156,038 in revenues generated by the sewer use charge, which is assessed based on metered water consumption.

The recommendations of the 1998 Wastewater System Master Plan continue to be implemented. Construction projects to correct sewer system deficiencies have been identified and categorized as 1) structural improvements, 2) sewer and drain separation, 3) infiltration reduction, 4) hydraulic capacity restoration and 5) cleaning and TV inspection to identify areas for further investigation and maintenance. Projects are designed and constructed with the overall goals of eliminating sewerage backups into homes and businesses, preventing costly system failures and lowering MWRA wholesale sewerage discharge costs.

During 2009, construction was completed on the Phase 1 Sewer Separation Project that was awarded to D'Allessandro Corp. in November, 2008. Final design for Phase 2 of the MWRA funded Sewer Separation Project in the lower Beacon Street area was completed by the BETA Group and submitted for approval. The grant funds were made available as part of a federal court order to MWRA requiring the reduction or elimination of combined sewer overflows to the Charles River during storm events. It is anticipated that this project will eliminate the remaining eight miles of combined sewers currently within the Town and significantly reduce the total wastewater flows discharged to the MWRA interceptors for treatment at the Deer Island plant. The construction contract for Phase 2 is scheduled to be advertised and bid in March, 2010.

As a result of increases in debt service for local wastewater projects and increases in MWRA wholesale assessments for water supply and wastewater disposal, the Board of Selectmen increased the retail water rate from \$4.55 to \$4.65 per hundred cubic feet and the sewer use charge from \$5.95 to \$6.45 per hundred cubic feet of water consumed. The new rates represent a combined increase of 5.71% and were effective on July 1, 2009.





Representation to the Massachusetts Water Resources Authority (MWRA) was provided by Charles P. Barry, of the Engineering Division, who serves as the Town's designee to the MWRA Advisory Board. In addition, Andrew M. Pappastergion, Commissioner of Public Works, was elected to a fifth consecutive 3-year term as a member of the MWRA Board of Directors representing the 61 cities and towns of the Metropolitan Boston service area.

PARKS AND OPEN SPACE DIVISION

The Parks and Open Space Division have updated its website! For updates throughout the year on our park and open space system, technical resources, projects, programming and events, please visit <http://www.brooklinema.gov/Parks>



Parks & Recreation Commission

The Mission of the Parks and Open Space Division is to develop a clean, green, safe, accessible and well maintained network of parks and open spaces for both passive and active recreational uses that preserve the historic integrity and cultural significance of Brookline's landscape.

The Parks and Open Space Division, in conjunction with the Recreation Department, maintains over 600 acres of public open space, comprising 17 parks, four sanctuaries, 22 playgrounds, land around 12 public buildings, 10 schools, four parking areas, two cemeteries, 41 traffic islands and over 11,000 street trees throughout the Town. The Division maintains 21 multi-use playing fields, playground structures at 22 parks and 10 schools, 19 basketball courts, 36 hard surface tennis courts, and one set of 6 clay courts. In addition, the Division maintains a full sized outdoor skating facility (the Pavilion), at Larz Anderson Park.

Awards and Recognition

The Town of Brookline Parks and Open Space Division was selected to receive the 2009 MRPA Design of Facility Award for the project at Skyline Park. The award was presented at the annual meeting of the Massachusetts Recreation and Park Association. The Brookline Landfill Closure and Park Development Project is an excellent example to municipalities throughout the United States that are required to meet the regulatory requirements to cap inactive landfills while developing multi-use recreational facilities.

The Town received a National Tree City USA Award from the National Arbor Day Foundation at a spring awards ceremony in Wellesley. In addition, this year Brookline was recognized by the National Arbor Day Foundation for reaching the milestone of the 21st year as a Tree City USA.

Town Arborist and Tree Warden Thomas Brady received the 2009 Citizen Forester of the Year Award from the Commissioner of the Massachusetts Department of Conservation and Recreation during the Tree City USA ceremony. The award was presented in recognition of significant achievement in the preservation and protection of the Commonwealth's urban forest.

During the December 2009 meeting of the Park and Recreation Commission, Chairman John Bain presented the first Commissioners' Award for Excellence to Parks and Open Space Director Erin Gallentine. The award was made with "...continuing gratitude for her broad vision, inspiring leadership, & tireless commitment to Parks and Open Space." The Commissioners' Award is intended to recognize extraordinary achievement on behalf of the Town of Brookline for the benefit of Recreation, Parks and Open Space.



The Park and Recreation Commissioners' Award

Operations Update

After 23 years of service to the Town of Brookline, Dominic Bennett retired from his position as General Foreman for the Parks and Open Space Division. Francis Thomas, having formerly served as Cemetery Supervisor at the Walnut Hills Cemetery, has taken over the role of General Foreman. John Gillis, former Horticulture Zone Manager, has moved into the Cemetery Supervisor position. Both moves reflect a

great opportunity for the Town to benefit from the dedication, talent and commitment of these two individuals.



**John Gillis and Fran Thomas of the
Parks and Open Space Division**

Parks, Schools & Public Grounds

The Parks and Open Space Division provides maintenance and repair of all play equipment, park furniture, walkways, landscaping and fixtures in the Town parks, schools and public grounds. The following highlights 2009 projects.

Amory Playground

Comprehensive renovations to Amory Park were completed in 2009, including significant baseball and soccer field improvements, restored turf and drainage, new plantings, new pathways and enhanced handicapped accessibility to the park and the comfort station. The Grand Re-Opening Celebration for Amory Park was held in May 2009. The event was coordinated with Brookline Bikes Beacon and ended with nearly 1000 people at Amory Park celebrating the renovated park with ice cream sandwiches and a Beatles cover band.



Amory Playground Renovation

Turf Renovation and Improvements

In addition to the renovation of Amory Field, the Division resodded the athletic field at Soule Lower and regraded and seeded Soule Upper. Both fields were rested for a period of 6 weeks over the summer. As part of the Town's general field management program, the Athletic Field Supervisor applied:

- 160 yards of compost/sand mixture to all athletic fields to help improve the soil composition and drainage,
- over 7000 pounds of grass seed to the fields, parks and school grounds; and
- a 60 % organic based fertilizer to over 45 acres of field and park turf three times throughout the season.

A new fence was installed at Harry Downes Field to protect the pristine condition of the new synthetic turf at the Kraft Family Athletic Facility. The Park and Recreation Commission approved a policy that dogs shall not be allowed either on or off-leash on synthetic turf fields.

School Ground Improvements

Major drainage repair work was completed at the Baker School followed by the installation of new bike racks, five new picnic tables and dedication benches, including one to honor principal Tom Cavanaugh's retirement. At the Heath School the Division replaced the walkway leading into the side of the school. Dedication benches were installed at the New Lincoln School. The basketball courts, hopscotch and four square games were repainted at the Devotion, Driscoll, Heath and Baker Schools. A new fence was installed around the tot lot at Soule Recreation. Trash receptacles were added at the High School. A new school garden was added at the Heath School and the railings at the Baker and Lawrence Schools were painted prior to the opening of school.

Driscoll School Playground

The Brookline Early Education Program approached the Parks and Open Space Division in the spring of 2008 about addressing the lack of play equipment for two to five year olds at Driscoll School, and the need for maximizing play opportunities for children with disabilities. Installation of a new play area with accessible play equipment and poured-in-place rubberized surfacing is now complete, along with an expanded seating area and new shade trees. The construction was done over the summer to limit disruption of the school's use of the playground.



New Driscoll School Play Structure

Pierce School

The Division improved lawn erosion and drainage problems along the stairs to the school entrance by adding additional sections of strip drain to the existing drain pipe leading to the lower trench drain, and installing a new 4'+ wide cobblestone drainage swale. New loam and seed were installed along the edge of the swale.

Minot Rose Garden/Winthrop Square

The Friends of Minot Rose Garden and the Division have established a partnership for the maintenance and management of the restored rose garden at Winthrop Park. The garden features over 60 different rose types, ranging from large old fashioned English Roses, to modern striped Hybrid Tea Roses.

Together, the Town and the Friends have been able to aptly maintain this brilliant collection of lovely roses throughout the entire season.

In 2010, Winthrop Square Park will be renovated with improvements to include new play equipment, pathways, park furniture, fence replacement and plantings. Minot Rose Garden will be protected throughout the duration of construction with access for ongoing maintenance as-needed.

Juniper Street Playground

The renovation of the Juniper Street Playground was successfully completed, including the removal of overly mature and invasive plant material, installation of new plantings, restoration of the granite rip-rap slope, installation of new play structures, new site furniture, a water play feature, asphalt walk paving, and poured-in-place rubberized surfacing.

Dane Park

The first phase of master plan improvements to Dane Park was completed in 2009 with a new accessible paved walking circuit, mulched footpaths over natural terrain, a wooden boardwalk overlooking a wet meadow, removal of invasive plant species, planting of native trees and a council ring for outdoor classroom use. The second phase of improvements will be completed in 2010 with a grand opening event to follow.

Main Library Grounds

The first phase of construction for landscape improvements to the Main Library has been completed. The renovated landscape now includes a handicap accessible path joining the building entry and School and Washington Streets, new seating along the paths, new lawns and plantings supported by an irrigation system, and pedestrian scale lighting.

Skyline Park

In 2009, several trees were replaced along with a section of the grass slope which had eroded due to heavy spring rains. The Division worked with the Engineering Division on the Off – Site Waste Relocation and Property Restoration Phase I Plans. This included developing and overseeing the implementation of new landscape design plans for houses along Martha's Lane and Kensington Circle. The Division will also be involved in the Property Restoration Plans for Phase II in 2010.

Knyvet Park

In 2009 the Division began the restoration of Knyvet Park by removing overly mature plant material from existing plant beds and replanting with over 100 low maintenance evergreen and deciduous shrubs, bright colored perennials and groundcovers.



Knyvet Park Improvements

Olmsted Park

In 2009 the Division continued to review and make note of materials that needed to be replaced and general maintenance issues. Plant lists were developed and implemented, and maintenance issues were addressed over the season.



Pender Rotary Improvements

Pender Circle Rotary

In 2009, the Division completed a total renovation of the existing rotary at the intersection of Pond Avenue and Chestnut Street. The renovation involved removing all existing vegetation except for a large Dogwood and Cherry Tree. To give year round interest with color, texture and form, a new planting plan was developed which includes the formation of a center bed and three perimeter beds with low maintenance evergreen shrubs, perennials and groundcovers. Plant beds are off set in a rich field of 4000 square feet of dark green sod. In 2010 the rotary will be dedicated to Mr. Paul Pender, a well known Brookline Boxer.

Brookline in Bloom

Each year since the tercentennial celebration the Parks and Open Space Division has continued its commitment to the beautification of the Town's Libraries, Schools, Parks, Playgrounds, Traffic Circles, Medians, Cemeteries, and Civic Spaces with the Brookline in Bloom Program. In 2009, the Division planted over 40,000 spring flowering bulbs throughout the Town of Brookline. As part of the continuing outreach program, school children from each school learned about bulbs and basic plant growth from the Environmental Educator, and helped plant around their school.

Brookline SPARKLES Recycling Initiative

In 2009, the Parks and Open Space Division commenced the "Brookline SPARKLES" initiative in order to help meet residents' requests and the Division's desire to have accessible recycling in our parks. This program encourages users to recycle, thus decreasing the solid waste collected from the parks, saving money, energy, and natural resources, and keeping our parks cleaner. The new recycling receptacles are durable, attractive and consistent in appearance with existing park furniture, and clearly marked and designed for recycling plastic, aluminum and glass. Receptacles were installed in convenient locations in ten parks including Amory, Brookline Ave., Cypress Playground, Devotion, Downes Field, Larz Anderson, Lawrence, Skyline, Waldstein and Warren Playground. The Division intends to expand this program to other parks and develop a program improving refuse pick-up with solar compactors.

Summer in the Parks Outdoor Movie Series

The Brookline Parks and Open Space Division, the Brookline Recreation Department, and the Coolidge Corner Theatre Foundation proudly presented Summer in the Parks: 2009 Outdoor Film Series with films including "The Princess Bride", "Wizard of Oz" and "Some Like it Hot".

Green Dog Program Brochure and Signage

In January of 2009, the Parks Division released a new educational brochure and program signage for the Green Dog Program. The user-friendly brochure combines a brand new program logo, useful program information, rules and regulations and exciting graphics designed with assistance by a team from the New England Institute of Art and Design. In the spring of 2009, new improved signage with clear consistent graphics were installed in all parks with off-leash hours. Finally, the new Park and Open Space website has a Green Dog page with a link to the new brochure, a way-finding map of all the parks in the program, and extended FAQs with more unique graphics. The Division hopes these efforts will encourage participation in the program, and compliance with rules and regulations.

The Muddy River Restoration Project

The spine of the Emerald Necklace, the Muddy River, is a 3.5 mile linear park system that integrates reflecting pools, the Babbling Brook, bike paths, walkways, tree-lined parkways, shorelines, historic paths/steps/bridges and beaches. This unified system of linked parks is one of the most significant historic waterways in the nation.

With increasing regularity, moderate rains necessitate emergency response measures to address storm water overflow. These events inspired a multi-jurisdictional park and public works project to restore the Muddy River's civil engineering structure, flood handling capacity, historic integrity and ecological vitality.

Phase I of the Muddy River Restoration Project addresses flood control, water quality and wildlife enhancement, and historic landscape rehabilitation. The project saw increased activity in 2009 as the Army Corps Engineers moved the project forward and completed Phase I design. The first significant portion of the construction is expected to commence late in 2010.

A special thanks to the Massachusetts Delegation and project partners who continue to work tirelessly for additional resources from the federal government to fund the entire project.

MWRA Fisher Hill Reservoir

In the spring of 2001, a Master Planning Committee was established by the Board of Selectmen to evaluate the reuse potential of the 4.8 acre Town owned underground reservoir and the 9.9 acre MWRA Fisher Hill Reservoir site. The recommended use for the state owned site was a scenic amenity and public park that incorporates an athletic field and passive recreation. The Committee required that the design be compatible with the character of the neighborhood, be handicap accessible, provide a reasonable amount of parking, provide wooded areas for wildlife habitat, protect the historic gatehouse, incorporate an athletic field and provide pedestrian access. On January 7, 2003 the Board of Selectmen established a Design Review Committee to develop a plan and program for the park with associated costs. The Fisher Hill Reservoir Design Review Committee voted to approve the Park Master Plan as presented by the Halvorson Design Partnership after a series of meetings during 2003.

Brookline Town Meeting passed a home rule petition in 2004. Legislation was approved by the General Court in 2007 enabling the purchase of the State surplus Fisher Hill Reservoir; and subsequently DCAM completed a formal appraisal process. In November 2009, Town Meeting voted unanimously to proceed with the purchase of the State-owned site.

Public Art Guidelines

The Park and Recreation Commission created and approved a set of Public Art Guidelines. The purpose of the new guidelines is to "establish standards, and procedures for the installation and care of donated public art to Brookline's parks and open spaces." The new guidelines are conveniently posted on the parks website.

Forestry

The goal of the Forestry program is to preserve and maintain all shade trees along public ways, parks, school grounds, cemeteries, and all other public grounds. The Division provides for the safety of all public ways and grounds through the removal of dangerous limbs and trees and is responsible for replacing trees removed. The total number of trees under the jurisdiction of the Division is reported as more than 50,000.



Tree Planting Committee

The Town continues to strongly support the tree planting program. In 2009, over 150 trees were planted. A wide variety of trees are planted to insure that species diversity is maintained at its proper ratio. Species diversity helps in protecting the Town's urban forest from attack by a single disease or pathogen, such as Dutch Elm Disease. The three-member Tree Planting Committee, established in 1886, supervises the selection, planting and removal of all street trees in Brookline. Hugh Mattison is the chairman of the Tree Planting Committee and is joined by Margie Greville and Susan Adams. The overwhelming citizen interest in tree preservation continues in Brookline. The Division continues to work with interested citizens, businesses and environmental advocacy groups to enhance the care of the urban forest.

Conservation

The Brookline Conservation Commission is responsible for the administration of environmental laws and policies, open space protection and management, water management and preservation of natural features of the environment. The Commission administers and enforces the Massachusetts Wetlands Protection Act through its review of permit applications and issuance of Determinations of Applicability, Orders of Conditions, Certificates of Compliance, and Enforcement Orders.



Conservation Commission

The Commission also administers the Federal Flood Protection Program. It initiates and helps guide studies concerning open space, water quality, flooding and other aspects of local environmental quality. It prepares and oversees implementation of the Town's Open Space Plan and manages conservation areas owned and conservation restrictions held by the Town. The Conservation Commission seeks and

administers grants to support the Town's environmental protection efforts, and guides many volunteer maintenance and improvement activities.

In the Summer of 2009, Commissioner Brian Winner moved from Brookline and vacated his position as a full commissioner. The Conservation Commission thanked Mr. Winner for his service to the Town. His professional background as an attorney who works in the arena of municipal wetland law was a significant benefit to the commission.

Wetlands By-Law and Regulations

The Conservation Commission developed a comprehensive set of regulations as a companion piece to the new Brookline Wetlands bylaw. This set of regulations was finalized and adopted in 2009 and will assist in the implementation of the bylaw.

Conservation Restriction Policy

In 2009, the Conservation Commission created an educational brochure about conservation restrictions, including benefits to landowners and the community, and procedures for creating and implementing a conservation restriction.

Cemetery

The initiative of the Division to improve the maintenance and management of the Walnut Hills Cemetery has resulted in an increase in the dignity, tranquility and overall appearance of the cemetery. The Walnut Hills Cemetery Trustees have increased their vigilance of the enforcement of the rules and regulations which are included with every deed sold. Town staff and the Cemetery Trustees are referencing the Master Plan for the Walnut Hills Cemetery as their guiding document for improvements. The winter tree care program continues, providing for structural pruning and hazard tree removal at both cemeteries. The Division completed the installation of 110 White Rhododendron shrubs along the property line on Beech Street behind the existing Hemlock trees to help frame the perimeter of the cemetery and provide screening. In addition, 300 spring bulbs were planted at the entrance to the Cemetery office.

The curtain comes down on a year of very significant accomplishments for the Division and the Trustees of the Walnut Hills Cemetery. Halvorson Design Company, a leading landscape architecture/design firm that has done considerable work at the Mt. Auburn Cemetery in Cambridge, was hired to help expand burial spaces in the Cemetery, including provisions for upright and flat burials and cremation sites. Following a review of several proposals from the Halvorson team and three public meetings, a site was approved for build out, which will add about 1,400 new sites for burials and accommodate cremation sites at a reasonable cost per gravesite. At the present rate of burials, Walnut Hills Cemetery capacity would be extended by another fifteen years. Funding for this project will come from a combination of tax dollars and the use of cemetery trust funds.

A review of rules and regulations concerning memorials and monuments was begun. Walnut Hills Cemetery is an historical cemetery and the Trustees are committed to maintaining its unique beauty and historical character. In addition, the Trustees have initiated a study to review cemetery fees in the light of changing economic conditions in the Town and national trends in cremations and above-ground burials and upright versus flat markers.



Trustees of the Walnut Hills Cemetery

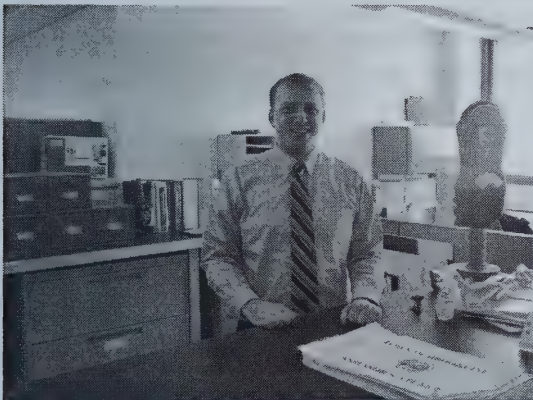
This year the Trustees worked in conjunction with the Hidden Brookline Committee to erect a plaque to honor and acknowledge slaves that had lived and died in Brookline and are buried in the Old Burying Ground. A public ceremony of the dedication of the plaque drew a significant crowd on September 13, 2009 at the Old Burying Ground.

Work has continued on the restoration of broken tablets at the Old Burying Ground, paid by donations to the Friends of the Old Burying Ground. The Friends hosted a treasure hunt at the Old Burying Ground and many attended.

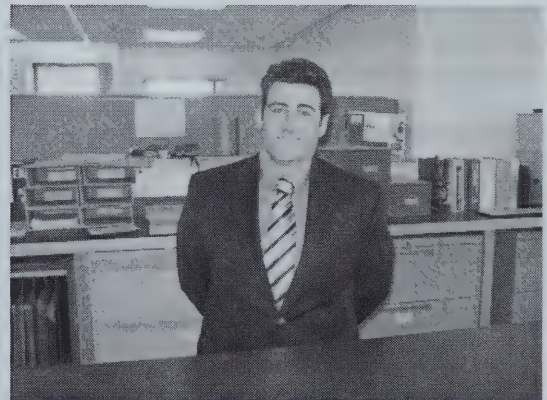
ENGINEERING AND TRANSPORTATION DIVISION

The Engineering and Transportation Division of the Department of Public Works (DPW) is charged with the management and administration of Town infrastructure, as well as the design and implementation of the vast majority of Public Works' items contained in the Town's Capital Improvement Program (CIP). Town infrastructure would include surface facilities in the areas of all public right-of-ways, such as roadways, sidewalks, traffic signals and parks, as well as those facilities that lie underground, for example, storm drain/sewer systems, water supply lines, and traffic signal/street lighting conduit. CIP projects range in type from roadway reconstruction, to sewer separation, to landfill reclamation efforts.

In order to effectively manage both the diversity and complexity of infrastructure issues for which the Division is responsible, administrative programs and project undertakings are assigned to one of two disciplines: Engineering or Transportation. While it is inevitable, and largely by organizational design, that these two sectors should frequently overlap, the Engineering Section is fundamentally concerned with issues of civil and environmental engineering, while the Transportation Section is devoted primarily to transportation planning and traffic engineering.



Daniel Martin



Benjamin R. Losordo

Daniel Martin joined the Engineering Division of the DPW in August 2009. He comes to the Town of Brookline with experience from MDM Transportation Consultants Inc. and the Massachusetts Department of Transportation. His duties entail preparation of plans and specifications, surveying, conducting traffic studies, and the development of intersection and safety improvement plans. Mr. Martin is a native of Norfolk, Massachusetts and graduated from Clarkson University.

Benjamin R. Losordo is a registered Professional Engineer who joined the Engineering Division of the DPW in August 2009. He was previously employed by Inima USA Corporation working on the design and construction of New England's first large scale desalination plant. His duties within the division include civil engineering design, overseeing roadway reconstruction and maintenance, and contract management. Mr. Losordo is a native of Sandwich, Massachusetts and graduated from the University of Vermont.

ENGINEERING

Division Charges

Responsibilities of the Engineering section are themselves divisible into four broad categories: 1) Permit Administration and Inspection; 2) Archival Maintenance and Reference; 3) Interagency Coordination and Oversight; 4) CIP Project Management and Engineering; and 5) Public Process.

Permit Administration and Inspection

The Engineering Section oversees the issuance of Street Opening and Occupancy Permits, typically given to Contractors working in public right-of-ways for utility companies, communication corporations, public authorities or private property owners. Construction work that would typically require such permitting can be either at the sidewalk or street surfaces, or require digging or trenching beneath these finished grades. Parks and school grounds also demand permit consideration.

The purpose of this permit process is both to protect the public infrastructure (property) of the municipality and to promote public safety. This permit system and associated database is actively maintained on the Town's network. The system does generate revenue through licensing fees, which serve to offset costs of oversight and administration. Division inspectors, with the aid of a pre-application process, determine the type of work, associated charges and anticipated impacts to material integrity and traffic/parking conditions. In addition, inspectors monitor the work and assure that restoration meets with Town specifications.

Sanitary Sewer, Storm Drain and Water Supply Connections are also within the permitting purview of the Engineering Division. Following application procedures, engineered plans and necessary documentation are submitted to Division personnel for review and subsequently, if recommended, for approval by the Director. Generally, these connection permits are associated with parcel developments, capacity and material upgrades, or maintenance when failures occur.

As a result of G.L. 82A (codified in 520CMR 14.00), Town Meeting authorized the Commissioner of Public Works to be the Town's officer to issue trench permits which was effective on January 1, 2009

Archival Maintenance and Reference

The Engineering Section maintains record plans of its water, sewer and storm drain systems, including individual parcel connections. In addition, plot plans, or surveyed drawings, complete with bound locations, are maintained for all lands within the Town, whether public or private. These infrastructure and survey documents are kept in an extensive archive, copies of which are available to the public upon request. Along with records of property and Town-owned services, the Engineering archives contain construction plans for all Public Works projects, such as roadways, bridges and park facilities.

Interagency Coordination and Oversight

The Engineering Section coordinates directly with state authorities, such as the MBTA and MWRA, whose infrastructure is both located in Brookline and serves the community and/or its immediate region. Similarly, Engineering permits and supervises the maintenance, upgrade and installation of utility systems or communication networks, whether publicly or privately sponsored. Significant projects this past year were undertaken by the following State agencies or utility companies:

- MBTA
- MWRA
- National Grid
- Externet and NextG

In addition, Brookline Engineering works closely with the Massachusetts Highway Department (MHD), both in maintaining the integrity and functionality of State Route 9 (Boylston Street through Brookline) and in administering state and federal transportation dollars for local Brookline projects through two programmatic vehicles: the State's Chapter 90 Reimbursable Roadway Funds and the State's Transportation Improvement Program (TIP).

The Chapter 90 program is a recurring annual state appropriation for municipalities, the amount of which will fluctuate annually based on the formulaic tabulation and legislative authorization factors. Approximately \$699,353 was allocated to Brookline in FY'09 through the Chapter 90 program

CIP Project Management and Design Engineering

The Engineering Section implements projects listed in the Town's CIP, which might entail project planning; feasibility studies; site surveys; design engineering; preparation of specifications and cost estimates; project advertising and bidding; contract execution; and construction administration and supervision. In this capacity, Engineering functions inter-divisionally, serving the professional engineering, architecture, landscape and surveying needs of each of the other divisions within DPW.

The following project briefs, which represent CIP items listed in Parks, Water & Sewer, Highways, as well as Engineering and Transportation, offer an overview of the Division's 2009 endeavors:

ENGINEERING CIP

Roadway Reconstruction

1.5 miles of roadways were resurfaced or reconstructed, totaling 404,100 square feet and representing seven local Brookline streets: Clark Rd. from Boylston St. to Sumner Rd., Heath St. from Hammond St. to Holly Lane, Longwood Ave. from St. Paul St. to Chapel St., Mountfort St. from Town Line to Carlton St., Pine Rd., Reservoir Rd. from Heath St. to Boylston St. and Somerset Rd. from Welland Rd. to Blake Rd. 6,046 square yards of new concrete sidewalks were installed.

Sidewalk Maintenance

Approximately 4,478 square yards of cement concrete sidewalks and accessibility ramps were replaced.

Roadway Maintenance

806 square yards of bituminous concrete repair (patching) to roadway defects and hazards, including lengths of sidewalk that are constructed of bituminous concrete (asphalt).

Granite Curbing

2,041 linear feet of new granite curb were installed.

Asphalt Berm

3,259 linear feet of bituminous concrete berm (curb) were installed.

TRANSPORTATION CIP



Transportation Board

Safety and Bicycle Improvements

Safety and bicycle improvements were constructed on Parkway Road at the intersection of Netherlands Road and at Brookline Avenue.

PARKS AND OPEN SPACE/RECREATION CIP

Dane Park

The Engineering Division did the contract administration and construction oversight for the Dane Park improvements which included pathway and boardwalk construction as well as landscaping.

Juniper Playground

Engineering Division did the contract administration and construction oversight for the Juniper Playground improvements which included new walk/play surfaces, play structures, landscaping and fencing.

Carlton Street Footbridge

Pursuant to Article 4 of the Annual Town Meeting of 2009, the Engineering Division prepared an application for State/Federal funds through the Transportation Enhancements program to rehabilitate the Carlton Street Footbridge. The application will be submitted by the end of February 2010.

Water and Sewer (MWRA)

The contract for the Phase 1 sewer separation project in the lower Beacon Street area is substantially complete with roadway paving to be done in the spring of 2010. Phase 2 which involves installing new sanitary sewers in Beacon Street, St Mary's Street and Monmouth Street will be bid in March 2010 with construction anticipated to start in the spring.

Beacon Street Reconstruction and Enhancements

All major construction elements were completed on Beacon Street. Punch list items were completed by the fall 2009 with final inspections and acceptance following shortly thereafter.

Martha's Lane Neighborhood Remediation

The Town completed Phase 1 of the remediation of the properties affected with ash in the Martha's Lane neighborhood. Phase 1 was substantially completed by June 2009. Remediation of the Phase 2 properties started in December, 2009 and should be completed by June 2010.

NPDES Phase II General Permit for Small Municipal Storm Separate Sewer Systems

The DPW/Engineering Division is responsible for the preparation and implementation of the Town's Storm Water Management Program (SWMP). The DEP and EPA require a SWMP to contain the following BMPs:

- Public Education
- Public Participation
- Illicit Discharge Detection and Elimination
- Construction Site Runoff Control
- Post Construction Runoff Control
- Municipal Good Housekeeping

Two illicit connections were identified, confirmed and corrected in 2009. The investigation will continue as outlined in the Town's agreement with the EPA.

Twenty four applications were submitted for Stormwater Permits as required by the Town's By-Law which addresses construction site runoff. As a result of the twenty four permits, sixty site inspections were made.

Recreation Department

Lisa Paradis, Director

Brookline Recreation's mission is to enhance the quality of life through enriching experiences which support the Brookline Community in developing and maintaining healthy lifestyles. We endeavor to provide opportunities for young people, adults, and senior citizens to live, grow, and develop into healthy, contributing members of our community.



The New Recreation Department Logo

Last year was a time of great change for Brookline Recreation. The Department revitalized its relationship with the community by creating new opportunities in Community Outreach, Partnerships, Marketing, Customer Service and the addition of several new programs and services. Some of the initiatives taken include a Town-wide logo contest, open houses at local Housing Developments, creation of several new programs and services as well as building stronger partnerships with Council on Aging, Brookline Public Schools and the Brookline Soccer Club. The partnerships have allowed for stronger program development, more efficient processes and sharing of resources to provide residents with high quality, seamless services. Programs for our Adult and Senior populations have been enhanced to include bi-monthly trips to local attractions, a Recreation Open House featuring live entertainment, refreshments and interactive time with Recreation professionals. Activities offered within the summer camps, other licensed programs, and therapeutic recreation have flourished from the added benefit of providing more inclusive services through additional support and guidance from the BPS Special Education Department. In June 2009, Brookline Recreation and the Brookline Soccer Club offered a Town-wide community event to Gillette Stadium for a Revolutions Soccer Game. Over 450 participants took motor coach buses to Foxboro for an afternoon of good food, socializing and team building. Additional new programming includes an Adult Basketball League, Triathlon Training, HS soccer league, Fitness days, expanded youth basketball leagues and the addition of a Thursday Golf Men's League.

The Recreation Department continues to expand in the area of technology. With a full year of use with the Vermont Systems software program, the department has become more efficient with practices and can more effectively communicate with the public and within the department. Additionally, online services are now available for most programs at all facilities. The Aquatics Center has added new membership categories and offers photo ID swipe cards for both daily use and memberships at the pool. RAFT membership now includes a photo ID swipe card for attendance at Open Gym and Dance nights and the Skating Rink is fully automated, both online as well as on site. The Department has added social networking as one of our ways of reaching the community through a Fan Page on Facebook.

The Evelyn Kirrane Aquatics Center continues to provide year round opportunities to community members of all ages. The lesson program is now offered in four 10-week sessions, providing a continuum of levels and services for swimmers of all abilities. The Dolphin Swim team returned to its participation levels from pre-renovations in 2007, with a total of over 240 athletes. Access for lap and open



swim continued to grow during 2009 including a fifth morning of Early Bird swim on Friday mornings which has allowed community members to create a more flexible exercise routine.

The Robert T. Lynch Municipal Golf Course at Putterham Meadows enjoyed a good season, with total rounds of golf remaining somewhat steady, given the struggling economy. The addition of a seasonal punch card provided golfers the option to purchase either 25 or 50 rounds in advance to utilize during the regular season. The recently implemented software application has allowed targeted weekly specials and promotions to golfers through email blasts and directed offers. The new web design allows golfers to receive updates on golf conditions and play as well as opportunities for seasonal specials available during the season. Our neighbors, The Country Club continue to be a source of support to the Town's golf course. In 2009, TCC provided the Town with a generous donation of a chemical/pesticide storage building. This allows the course maintenance staff to store supplies on site year round, rather than transporting off site. Partnerships continue to grow both locally and nationally, with recognition in the PGA Magazine for junior and family program initiatives.



Our neighbors, The Country Club continue to be a source of support to the Town's golf course. In 2009, TCC provided the Town with a generous donation of a chemical/pesticide storage building. This allows the course maintenance staff to store supplies on site year round, rather than transporting off site. Partnerships continue to grow both locally and nationally, with recognition in the PGA Magazine for junior and family program initiatives.

In November, the Department contracted the National Golf Foundation to perform an operational review to assess the business and maintenance operations at the course. The review will provide valuable feedback about the course, and also make recommendations for areas of improvement.

The Soule Early Childhood Programs at the Soule Recreation Center continues to provide year-round programs for children 12 months to Pre-Kindergarten. Over 45 families participate in the Soule programs each year. The Soule staff has been involved in professional development programs throughout the year that have allowed the center to be consistent with industry standards. The Parent Teacher Organization continues to add support to the center and the families with sponsored events including Back to School BBQ, parent workshops, and fundraising efforts. The partnership with the Brookline Schools, BEEP, and participation in the Community Partnership Council enabled the Center to provide additional classroom curriculum including music and literacy specialists. The Soule Center continues to use the wonderful play structures and splash pad that were completed in June 2007. The structures provide the children with an outdoor playscape that is interactive and challenging. The splash pad offers state of the art water play on a regular basis to the children at the Center. The Soule playground and splash pad have been a welcome addition to the neighborhood and community with daily use at a maximum.

Therapeutic Recreation continues to be a top priority within the Recreation Department. Through an active outreach within the Special Education Parent Network, the Department is positioning itself to offer opportunities, both athletic and social, for community members of all abilities. Recreation now offers bimonthly Friday evening socials for teens and adults. Mentor programs and a more inclusive model of programming have also been initiated. The summer programs are now offering "wrap around" services providing children and families the opportunity to participate in both special services as well as recreation programming while at one location. In preparation for the 2009-2010 skating season, an accessible sled was purchased for the Skating Rink allowing children with mobility disabilities the opportunity to skate with friends and family.



Brookline Environmental Education continues to build its programming and outreach offerings. 2009 brought back favorites such as Nature Explorations and the Summer Nature Camp program. We also saw the addition of an adventure program for teens, kayaking instruction, park excursions on early release days, adult education led by Park Rangers and a much anticipated Family Campout rescheduled for June, 2010 at Larz Anderson Park.



Environmental Education Flies a Kite

Community tennis continues to be offered at the Waldstein Tennis Courts through the Brookline's contracted tennis provider, NETResults. Beginning in 2009, NETResults was contracted for both maintenance and tennis services at the Amory Tennis Facility. This provides the presence of tennis professionals during all hours of play as well as relieving the Recreation and Parks department of the staff overhead for daily court use.

Following the lead of the Brookline 2010 initiative, we now are recycling at all Brookline Recreation facilities. The Department has also made significant changes to business practices to become more "green" in several ways that include cutting the number of mailings by greater than 90%, utilizing blast email for communication, importing an electronic payroll file to eliminate paper copies, conversion of paper forms to paperless format, and scanning of Commission meeting minutes for easy access.

Providing affordable access and opportunities to the community continues to be a high priority. As outlined in the 2006 Master Plan, the Department has streamlined the application process for those requesting financial assistance for department programs and services. This more efficient and "user friendly" model has been well received at outreach events at the local housing developments, providing opportunities to more residents as well as feedback to the Recreation Department for future programs.



**SOMA (Special Olympics of Massachusetts)
Poses for a Photo**

PUBLIC SCHOOLS OF BROOKLINE

William Lupini, Superintendent



School Committee: Superintendent Bill Lupini, Helen Charlupski, Alan Morse, Judy Meyers, Dr. Henry Warren, Rebecca Stone, Dr. Elizabeth Childs, Susan Wolf Ditkoff, Barbara Scotto, Glenn Cunha,

The Public Schools of Brookline include eight Pre-K-8 elementary schools, Brookline High School, a comprehensive high school for grades 9 through 12 and an early childhood center. As of December 2009, there were 6,573 students enrolled in the Public Schools – 4,474 in the elementary schools, 268 Pre-School and 1,745 at Brookline High School.

Twenty-seven percent of these students have a home language other than English, speaking one of 65 different languages. More than 500 students are English language learners who are served by English learning programs in their schools. In addition to English, the largest language groups represented by the student body are Russian, Chinese, Japanese, Korean, Hebrew and Spanish.

The Public Schools of Brookline continue to be among the highest performing and most respected school systems in the United States. Brookline students are accepted at highly competitive colleges and universities in numbers that are significantly higher than most other school districts.

Brookline is at the forefront of providing quality public education to its residents. However, our stakeholders believe that successful school systems and organizations only remain high performing when they strive for continuous improvement. Therefore, we have many initiatives currently underway in the system to ensure that Brookline will remain at the forefront of education in the Commonwealth and nation.

Mission Statement

Our mission is to ensure that every student develops the skills and knowledge to pursue a productive and fulfilling life, to participate thoughtfully in a democracy, and succeed in a diverse and evolving global society.

Core Values

High Achievement for All, Excellence in Teaching, Collaboration, Respect for Human Differences, Educational Equity

Ten Year Vision

The Public Schools of Brookline, Dynamic, Collaborative, Equitable, Engaged with the Community, Contributing to the World

STRATEGIC PLAN

A dynamic school system operates in the present while focusing on its potential for the future. The Strategic Plan of The Public Schools of Brookline (PSB), adopted by the School Committee in January 2009, provides a catalyst for our future educational endeavors and a blueprint for documenting our system's continued success. Specific goals and strategies for our system and schools are derived from our mission: "To ensure that every student develops the skills and knowledge to pursue a productive and fulfilling life, to participate thoughtfully in a democracy, and to succeed in a diverse and evolving global society." Our priorities and definition of success are derived from four strategic areas of focus, which include:

Academic Excellence through Content, Pedagogy and Relationships

Goal 1: Increase the achievement of all students by creating learning environments that successfully balance content, pedagogy and student-teacher relationships.

Educational Equity

Goal 2: Eliminate achievement gaps with respect to race, ethnicity and socio-economic status and increase the achievement of students with special needs through individualized strategies and programs.

Thriving in a Complex Global Society

Goal 3: Prepare students with the intellectual, interpersonal and reflective skills needed to thrive in an increasingly complex and diverse global society.

Continuous Improvement Using Data

Goal 4: Foster a cycle of continuous improvement by using data to effectively examine system-wide programs and practices.

The Strategic Plan has become the operational framework for programmatic, financial, and pedagogical prioritization and planning in the Public Schools of Brookline. The PSB's Strategic Plan has already begun to inform processes such as budgeting, goal-setting for administrators and teachers, grant applications through community partnerships like the Brookline Education Foundation and the 21st Century Fund, School Council training and the development of School Improvement Plans to name only a few.

Further, we are actively engaged in identifying the measurable targets to enable us to gauge our progress toward meeting the goals set forth in the Strategic Plan. Through this well-developed and highly integrated approach, it is our intention to address all four goals in PSB's Strategic Plan.

PROGRAM HIGHLIGHTS

Early Childhood

The Brookline Early Education Program is an outgrowth of the Brookline Early Education Project (BEEP), a ten-year research project that demonstrated that high quality education for young children enhances their later success in school. All teachers who work in BEEP classrooms hold degrees and certifications in early education. Parent fees, Grants from the Massachusetts Department of Early Education and Care, the Department of Elementary and Secondary Education and the Brookline Public Schools, fund these programs. Partial tuition subsidy is available to families who qualify.

The mission of the early childhood programs of the Public Schools of Brookline is to provide an inclusive environment where all children from ages three to five can learn social competency, develop cognitive, motor and language skills and expand their understanding of themselves and the world in which they live. BEEP offers a total of 19 inclusive Preschool and Pre-kindergarten programs located in each elementary school, the Lynch Center and Brookline High School. In addition, a specialized program for preschoolers with Autism Spectrum Disorders is located at the Lynch Center. BEEP serves 290 children across town and is supervised by the Principal of Early Education and two Program Coordinators. The Early Education classrooms include children with a range of developmental levels from diverse cultural backgrounds. A small class size, highly qualified teaching staff, and small pupil-teacher ratios combine to support children in the early years of their education.

BEEP curriculum is theme based, building upon the needs, strengths and interests of the children, while targeting individual goals and objectives. Visual cues, with pictures and print, are used to depict the daily routine, label interest centers and materials and encourage independence. The classrooms are organized to support a variety of learning styles through the use of interest centers. These centers provide focus for activities that actively engage children and are in keeping with national accreditation standards.

The Public Schools of Brookline act as the lead Agency for the State Grant that provides funding for tuition subsidy to early childhood programs for low and moderate-income families and for children with risk factors that may interfere with their success in school. This helps ensure that all of the children in Brookline have an opportunity to experience high quality educational experiences prior to entering kindergarten. The grant requires partnership with public and private programs. All programs must meet national accreditation standards to participate. The grant has provided support in music, literacy development, curriculum consultation, behavior and language consultation and professional development. As a result of the grant, Brookline has established a comprehensive early childhood network and improved the transition to kindergarten for all students.

English Language Learner (ELL)

The English Language Learner (ELL) Program provides instructional services to students in grades K-12 who are learning English as a second language. The program is designed to teach students English, to support their academic achievement, to facilitate their cultural and social adjustment, and to assist with parent involvement. Each year, the program serves more than 500 children representing over 35 language groups.

Brookline follows an integrative Sheltered English Immersion (SEI) program model: Students work with ELL staff for part of their school day and are integrated into regular classrooms where they participate in instruction and activities with English speaking peers. The amount of integration and support varies according to each student's needs, grade, and level of English proficiency. In addition, regular classroom teachers are offered professional development opportunities to become trained in working with ELL students and in providing sheltered instruction, and ELL staff often work within regular classrooms to assist with instruction. Primary language support, utilized for clarification, is available at specific elementary schools in Chinese, Hebrew, Japanese, Korean, Russian, and Spanish.

ELL students participate in annual state wide English language proficiency assessments, and almost all take MCAS tests as well. We continue to monitor students' progress on these assessments. In general, ELL students in Brookline are mainstreamed from the program within two years of initial enrollment.

ELL program staff has completed the development of a comprehensive curriculum guide, grades K-12, that is based on the new Massachusetts English Language Proficiency Benchmarks and Outcomes for English Language Learners and a K-12 Placement Assessment System that will be used to accurately determine a student's level of proficiency and required services.

In 2009 we began two new initiatives. We began work to develop translation protocols and guidelines to ensure that the families of our ELL students have equal access to the information that we promulgate about school events, activities and programs. We also worked to expand our Sheltered English Immersion professional development opportunities for Brookline educators. All teachers who work with even one ELL student are required to become SEI-certified, and we are working on developing pathways for our teachers to meet these requirements.

Elementary World Language (EWL)

In January of 2009, following an override spending plan approved by the voters in Brookline, the Public Schools of Brookline implemented the Elementary World Language (EWL) program, bringing the study of foreign language to grades K-6 to complement foreign language instruction already in place for students in grades 7 and 8. The instruction is a content-enriched Foreign Language in Elementary Schools (FLES) curriculum and is based on the most current pedagogical research about effective approaches to K-6 elementary world language acquisition. Students in grades K-2 receive three 20-minute sessions of instruction per week, and students in grades 3-6 receive three 30-minute sessions of instruction per week. Spanish is the foreign language offered in seven of our schools for grades K-6, while Mandarin is the foreign language offered in the eighth school for grades K-6. Brookline's commitment to foreign language instruction reflects our awareness that Brookline students will be increasingly required to function in a multi-cultural, global society.

The EWL program has three major goals:

- to acquire proficiency in speaking, listening, reading and writing in the target language;
- to reinforce learning of the general curriculum content through the study of world language; and
- to acquire an understanding of and appreciation for other cultures.

World language teachers continue to develop curriculum and assessments for each elementary grade that are integrated into the existing Brookline Learning Expectations and that address speaking, listening, reading and writing skills, and they advance the work of reviewing and revising our proficiency-based approach to foreign language instruction. EWL teachers promote regular opportunities for students to build their cultural awareness and they continue their close collaborative work with classroom teachers to create engaging learning opportunities for students that are aligned with the grade level content.

During its inaugural year, the EWL program has met with widespread support from the greater school community. Brookline is committed to the innovative work of elementary foreign language instruction and is at the forefront of the important work of developing 21st century skills in our students.

Grant Management

The Public Schools of Brookline receives grant funding each year to support many of our educational programs. In Fiscal Year 2010 (July 2009 – June 2010) we received over \$6.6 million in grant funding, representing 25 separate grant awards from a number of sources including the Department of Elementary and Secondary Education (DESE), the Department of Public Health (DPH), Early Education and Care (EEC), No Child Left Behind (NCLB), American Recovery and Reinvestment Act (ARRA) and Foundation Grants from the Brookline Education Foundation (BEF), the 21st Century Fund, and the Teachers and Administrators Training Fund (TATF).

Grant funding supports a wide array of educational programs and initiatives. For example, EEC grants promote high quality, inclusive preschool programs in the community, NCLB grants advance our mentoring and induction programs for new educators, an ongoing DESE grant supports the continued implementation of our full-day kindergarten program, and BEF grants support professional development opportunities for our educators.

Metco

The Public Schools of Brookline is a charter member of the Metropolitan Council for Educational Opportunity (METCO), a voluntary integration program founded in 1966 which provides K-12 education for over 300 students from Boston. METCO students participate in all aspects of the academic and extracurricular life of the schools and are supported by the METCO Director and staff.

The program's objectives are:

- To ensure high academic achievement for all METCO students;
- To provide opportunities for student leadership;
- To collaborate with and support families in the Brookline METCO Program;
- To increase and maintain partnerships/collaborations between Boston families and Brookline families;
- To provide access to educational opportunities and resources/services unique to the Public Schools of Brookline;
- To celebrate and make public the accomplishments and successes of students in the METCO Program;
- To provide access to a range of educational opportunities beyond Pre-K-12 Public Schools of Brookline

Professional Development

Professional Development in the Public Schools of Brookline is defined as adult learning experiences that improve educators' knowledge and skills, enabling them to work effectively with students to improve their achievement. Professional development for all educators (administrators, general education teachers,

specialists and special educators) in the Public Schools of Brookline is characterized by the following key elements, all supported by research:

- A focus on student learning needs as informed by classroom, school and/or system data
- Improvement of educational practice through self-assessment and feedback on authentic educator and student work
- Collaborative relationships and processes that provide opportunities to engage in joint work and to tap the collective knowledge of the group
- Reflective dialogue that offers individuals a challenge to their thinking as well as new perspectives on their practice and beliefs
- A commitment to implementing new learning

The content of professional learning is informed by the system-wide goals and strategies as outlined in the PSB Strategic Plan. In addition to content focused courses and institutes, some examples of our Professional Development opportunities include: state-mandated courses such as Sheltered English Immersion (SEI); courses to facilitate inclusion practices, such as Schools Attuned and Responsive Classroom; courses to foster collegial relationships among educators such as Critical Friends Groups; and courses that further educational equity such as Culturally Responsive Pedagogy.

Program Review

The Public Schools of Brookline is committed to the continuous improvement of all programs and curriculum areas. Since 2005 we have used the Program Review process to comprehensively and rigorously examine our programs and curriculum areas with the goal of improving student achievement. The process requires the use of established evaluation methods to measure the quality of our school programs and to determine strategies for continuous improvement.

The Program Review process involves four phases:

- Phase I: Study – Assess the current state of the program with the assistance of an outside data gatherer. Create a vision for the future with stakeholder input. Determine areas of strength and areas for improvement and begin to plan how to address them.
- Phase II: Plan - Create a plan to address the areas for growth and improvement. Define resources and determine available funding.
- Phase III: Implement – Put the plan (strategies/actions for continuous improvement) into place with adequate resources and professional development.
- Phase IV: Review - Review the process. Check on the progress of the implementation plans. Collect data on the indicators of success.

The work of Program Review for each program/curriculum area is carried out by a committee comprised of teachers, parents, and administrators, and is led by the Director of Grants and Program Review and the curriculum/program coordinators for the program under review. Updates on committee work are regularly given to the Deputy Superintendent for Teaching and Learning. Phase I and II reports are presented to the School Committee. All reports and presentations are available on the PSB website.

The following programs are in various stages of the Program Review process:

- Phase I: Out of School Time: began November 2009
- Phase I-II combined: Special Education: began November 2008 and PreK-Grade 3 Transitions: began December 2009
- Phase II: Performing Arts: began January 2009, and English Language Learner (ELL) Program: began September 2009
- Phase III/IV: Enrichment, Challenge and Support Program: began September 2006
Educational Technology: began January 2007
Mathematics: began February 2007
Visual Arts: began September 2007
Physical Education/Health Education: began September 2008

Science: began February 2008
 English Language Arts: began September 2008
 Social Studies: began September 2009

Special Education

Special education services throughout the district continue to address the needs of students with disabilities, between the ages of three and twenty-two, with a free and appropriate public education in the least restrictive environment. A wide range of services are provided to meet the individual needs of students, from academic support to related services in areas such as speech, occupational, and physical therapy. In addition, counseling and guidance services help students address issues of adjustment and social/emotional concerns.

Staff members continue to work closely with families in assuring that services needed are identified and provided to students in accordance with applicable mandates. A strong and positive relationship exists between district staff and the Special Education Parent Advisory Council to the benefit of the school system, students, and families.

Strong collaboration with general education staff is a concerted and deliberate effort to provide services to students in the most inclusive manner to benefit all students within the class setting. Consultation and professional development opportunities to both general education and special education professionals across the district is an active approach to further the joint efforts of all teachers to provide students with support and instruction in the least restrictive environment. Brookline also provides a range of special education programs and services extending beyond those provided within the general education setting. Within the special education team process, parents, students and educators determine student needs and work collaboratively to develop individual education programs.

Steps to Success

Steps to Success (STS) is a comprehensive educational achievement program providing academic, social development and family support for low-income students and their families. Working with students in Grades 4 to 12, the program seeks to break through the attitudes and substantive barriers - both personal and institutional - that can make it difficult for these students to succeed in school and pursue higher education. A school- and community-based program, STS currently engages approximately 300 students and their families, most living in Brookline public housing, in programs designed to ensure that school success and post-secondary education become absolute goals and achievable realities for our students.

We work in four programmatic areas:

- Academic enrichment and mentoring through after school programs, regular cultural/educational excursions, summer activities and homework centers;
- Work connections for youth, providing work placements for over 80 paid summer interns, grades 8-12, in both public and private sector employment;
- Early college awareness and readiness through campus visits and programs with our college partners, SAT prep and detailed work on the college application and financial aid process; and
- Family support services, offering free English language Classes; resource and referral services for low-income adults wishing to reconnect with education, job readiness and training, and work opportunities; and a system of home visiting to ensure the parents/guardians of our students are able to become involved with their children's education.

The 250 students who live in public housing form the core of STS and receive the services of a unique long-term mentoring relationship with STS Advisors at the elementary and secondary levels. With all components working together, the STS model has achieved results! Though prior to STS, only 30-50% of students residing in public housing went on to college, of its four cohorts of graduating high school seniors, 87%, 85%, 92% and 91% of STS students have matriculated. To ensure that STS students not

only enter college but also persist to receive their undergraduate degrees, STS recently launched a College Success Initiative in order to provide support for alumni through the first two years of higher education studies.

Brookline Adult & Community Education

Brookline Adult & Community Education, the largest non-credit public education program in Massachusetts, has expanded the concept of learning throughout the Brookline community and beyond. A program of the Public Schools, BA&CE has close to 12,000 enrollments yearly and offers over 500 courses, lectures, and special events. The program provides enriching and educational courses to seniors, adults, high school students, and children, as well as introductory language training for new residents. A broad menu of adult courses are offered that reflect community interest in the world, including Chinese, Japanese, Russian, French, Spanish, Arabic, Portuguese, and American Sign Language instruction. Students discuss world affairs and global investing and explore the ethnic music, dance, and cooking of many cultures.

Courses focusing on philosophical and spiritual awareness and reflection also respond to active community interest. Each term, regular program offerings include arts and humanities, personal awareness, hobbies and music, dance and exercise, computers, culinary arts, business and investment, and test preparation for various skill levels. Highly-qualified instructors are drawn from Brookline and neighboring towns, and include artists, entrepreneurs, skilled craftspeople, therapists, chefs, doctors, and professional educators. Each term, the program offers a Thursday Evening Lecture Series, with topics and current issues such as desegregation, political elections, autism, aging services, and health and healing. The program also offers a number of stimulating special events that are co-sponsored with community organizations, including the Frederick Law Olmsted National Historic Site, Brookline Aging Collaborative, and Brookline Recreation. Each year, in cooperation with the Brookline Department of Public Health, Brookline Council on Aging, The Brookline Human Relations-Youth Resources Commission, League of Women Voters of Brookline, and the Brookline Department of Veterans Services, BA&CE presents a Public Health Forum, hosted by former Massachusetts Governor Michael Dukakis.

During April and February vacation, the program offers a SmartVacations Program for children ages 5-12. Fun and educational activities include computers, drawing and painting, working with clay, cooking and baking, and sports. SmartSummers, for students in grades K-6, offers an enriching summer experience, and includes programs such as Cybersummer for students who want to build their own websites; Theater Arts for children who love drama; Curious Kids for children who like to explore; Creative Arts for those who want to experience the arts; Cooking Creations for children who like to learn about new cuisines; and Bringing Books to Life for students who want to read exciting stories and bring them to life through art, drama, and games.

On-going co-sponsored courses with various town agencies, such as the Council on Aging, Brookline Health, Brookline Parks and Recreation, the Friends of the Performing Arts, National Park Services, the School/Community Partnership, and the Brookline Public Library continue to be mainstays of the program. Through its proud tradition of public schooling, the "business" of Brookline has always been education. Brookline Adult & Community Education builds on this tradition, expanding the concept of community education to serve the many diverse constituencies that make up the Brookline community. Its goal is to continue to bring the community together in its essential work—education for the improvement of the quality of life for all its members.

LIBRARY

James C. Flaherty, Director

Introduction

2009 was an exciting year for the Public Library of Brookline. In January, we completed our sixth full year in the renovated Main Library. While the facility continues to impress visitors and has adapted well to a steady increase in usage, it is starting to show some signs of wear. Last year, over 400,000 people visited the Main Library.

Service

Total circulation at all three libraries increased by 8.43% in FY 2009. This continued the string of seven consecutive annual increases. Since the Main Library renovations were completed, library usage Town-wide has increased 90%. During 2009, we lent 115,401 items to other Minuteman Library Network (MLN) members and borrowed 153,627 items from them for Brookline patrons. Brookline patrons are requesting materials on-line in record numbers, which results in our being the second highest net borrower in MLN, yet only Newton lends more items to other libraries than does Brookline. The sharing of resources has proven to be a major enhancement to library service across the state. Major reductions in state funding for libraries is forcing the regional library systems to make drastic reductions in order to maintain delivery services at their current levels.

Our Children's Departments were busier than ever in 2009. Story hours were curtailed somewhat this past year due to a hiring freeze that prevented the filling of a Library Assistant position. In spite of this we offered six regularly scheduled story hours each week, in addition to films and a sing-a-long for children ages 1 to 6. Due to the generous support from the Brookline Library Foundation and the Friends of the Library, we were able to host a wide range of storytellers, magicians, artists and performers at all three libraries. In cooperation with the Children's Book Shop, five award winning authors and illustrators visited the library to read, draw and sign their books. The popularity of the statewide summer reading program continues to grow and is now a much anticipated annual event for children of all ages. Last summer's program was called "Starship Adventure at Your Library" and featured books about outer space. 485 children participated in the program and a total of 2,355 books were read. A total of 862 people attended a wide range of programs.



273,185 items were circulated to children last year, accounting for 20% of our total usage. The Children's Department is also a great resource for parents and teachers. We currently have available over 180 booklists on topics ranging from adolescence to music.

In addition to lending books, over the past several years, the library has provided an increasing number of educational and cultural programs aimed at not just children but residents of all ages. The Reference Department sponsors three book discussion groups at the Main Library and one at each branch. For the fifth straight year the Library sponsored a Town-wide reading program. Instead of choosing to read just one book this year, BROOKLINE READS decided to focus on the theme of Murder and Mayhem in Boston as portrayed by local authors. Over 300 people enjoyed movies, book discussions, craft programs

and panel discussions featuring seven authors. There was even a performance of *Shear Madness* that worked Brookline references into the script.

In March 2009 the Library, in partnership with the Brookline Historical Society, hosted the exhibit *Abraham Lincoln: Self-Made in America*. Created by the Abraham Lincoln Presidential Library and Museum, the exhibit consisted of archival-quality reproductions of documents, photographs, and artifacts about the life and accomplishments of our sixteenth president. We were one of forty sites in the United States so chosen and one of only two sites in all of New England.

To complement the exhibit and to further mark the bicentennial of Lincoln's birth, the Library hosted several community events. They included three live performances of the one-man show *The Storm has Gone Over us Here at the Capital*, an evening of intergenerational choral singing titled *The Civil War in Song*, and a lecture about Lincoln's Second Inaugural Address by the chair of the Brandeis University American Literature Department. More than 900 visitors to the exhibit were given handsome memento booklets provided by the Lincoln Presidential Library.

In recent years, more and more information has been made available in electronic format and the library has made every effort to make this information available to our users. Some of these services are paid for by the State or the Metrowest Regional Library System and others are made available through our membership in the Minuteman Library Network, MLN. MLN is a consortium of 42 public and academic libraries who work together to enhance service for library users. MLN has a web site (<http://www.mln.lib.ma.us>) that provides links to many useful Internet resources. Many of the databases available at the Library may also be accessed from your home by visiting the MLN web site or the Brookline Library's web site at (<http://www.brooklinelibrary.org>). State budget cuts have led to the loss of several of these databases in recent years. In spite of these cutbacks, the number of uses the remaining databases receives continues to grow as their availability and value becomes better known to library users. As this report is being written the regional library systems are in the process of planning a major reorganization to take effect in FY 2011. I am concerned about the impact this will have on library services, and access to electronic information sources in particular.

As mentioned above, over the past seven years library circulation has increased 90%, and full-time staff has decreased by one. In May of 2008, Town Meeting approved funding for the implementation of a radio frequency identification (RFID) system to be used for inventory control and security. RFID allows libraries to check in or out multiple items simultaneously, five to ten at a time. It also greatly enhances the ability for patrons to "do it themselves", using an improved version of what is used in more and more retail locations. Most libraries using RFID report that 50-90% of all their checkouts are done by the patrons at a self-check kiosk. In May 2010, Brookline together with the Cambridge, Sudbury, and Wellesley libraries signed a contract with Bibliotheca RFID Library Systems to implement this technology. Work began in July to place RFID tags in the collection in preparation for implementation of the new system in 2010. It is our hope that this new tool will allow the library to keep pace with the ever increasing demands of our patrons, without having to add additional staff.



Library Board of Trustees

Trustees and Staff

Carol Axelrod, Vivien E. Goldman, Regina Healy, and Edith W. Sperber were re-elected to the Board of Library Trustees in May.

Full time staff work 37 hours per week, including evenings and Saturday and Sunday hours. Educational backgrounds include English, history, literature, children's literature, mathematics, biology, music and computer science with 20 of the full-time employees holding Masters' Degrees in library science.

The year saw two significant staffing changes. In January, Danielle Szende joined the staff as a Library Assistant II in the Circulation Department at the Main Library. Danielle has a Master's Degree in Library Science from the Ecole Nationale des Chartes in Paris. She has held teaching and library positions both in France and this country before joining our staff. In July, Stacy Cannatella resigned her position as Library Assistant III in the Children's Department at the Main Library to accept a position teaching for the Boston Public Schools. While we wish Stacy the best in her new endeavors, a hiring freeze has prevented us from filling this important position in 2009.

Friends

The Friends continued to hold their ongoing book sale in the lobby of the Main Library. Due to the hard work of a small team of volunteers, this "honor system" sale is more profitable than ever. The Friends use their revenue to enhance library service. They have sponsored a growing number of children's programs including; storytellers, musicians, magicians and other educational and entertaining programs at all three libraries. They also jointly sponsor a number of programs with the Trustees. The popularity of the ESL conversation groups, sponsored by the Friends, reached the point where they are now offered at all three libraries.



The Friends are always looking for volunteers to help with the events discussed above, as well as with other ongoing activities. Please ask for a brochure the next time you visit the library, or visit <http://friendsofthebrooklinelibrary.org>.

Brookline Library Foundation

The Brookline Library Foundation was incorporated in 1999 as an independent non-profit 501 (c) 3 corporation, whose initial purpose was to raise funds in support of the renovation of the Main Library. After contributing more than \$4 million for the Main Library renovation project, the Foundation continues to raise funds through an annual mailing and its annual Winter Gala. Last year's Gala was attended by almost 400 people. The Foundation has made significant contributions to enhance the programs and services offered at all three branches. In 2009, the Foundation provided funds for the purchase of furniture and equipment, which will be used when the Putterham Branch Library reopens in 2010. We would not be able to provide the level of service our patrons have come to expect without the support of the Foundation.

Brookline Library Music Association

BLMA presented its regular schedule in 2009, its 58th year of offering free music to the citizens of Brookline. Six concerts were held drawing more than 600 enthusiastic music lovers. This year's concerts featured a wide variety of musical styles.

Facilities

In June 2009, the Putterham branch library closed for renovations. Town funds will be used to replace the heating ventilation and air conditioning system, the fire alarm system, and key components of the electrical system. In addition, the cork floor is being replaced and due to the support of the Brookline Library Foundation (mentioned above); much of the sixty year old furniture and equipment is also being replaced. The renewed facility will open in the spring of 2010.

Design work began in 2009 on two important projects at the Main Library. The first will address the problem of water leaking into the library building from the front terrace area. The second involves the library garage and is part of a larger project intended to correct water infiltration into the various garages surrounding the Main Library, Town Hall, and Pierce School.

Funds have also been requested through the Town's Capital Improvements Program to address the wear and tear issues mentioned in the first paragraph of this report.

Challenges

While we are very pleased with the public's enthusiastic response to the many services we offer, keeping up with patron demands remains a real challenge. In recognition of dramatic increases in usage, the library was granted an additional Library Assistant in FY 2007, only to see it disappear when we were not allowed to fill a vacancy the next year. Although the utilization of volunteers and work-study students has helped a great deal, it is increasingly difficult to maintain current hours of operations and expected service levels. It is our hope that the use of RFID technology will be a significant help to us by the end of 2010.

Conclusion

We want to thank the library staff for continuing to provide a high level of customer service, in spite of an increased workload. I also want to thank the Brookline Library Foundation and the Friends of the Library for their support. In addition the Trustees and staff greatly appreciate the support the library receives from the Board of Selectmen, Advisory Committee, Town Meeting and other municipal departments. Most importantly, however, we want to thank the citizens of Brookline, who demonstrate how important they feel the Public Library of Brookline is by their ever increasing use of our services. We look forward to 2010.

PLANNING AND COMMUNITY DEVELOPMENT

Jeff Levine, AICP, Director

The Department of Planning and Community Development is responsible for managing and coordinating development review, zoning, subdivision, design review, capital improvement, housing, historic preservation, economic development, and the Community Development Block Grant program. The Department provides support to the Planning Board, Board of Appeals, Housing Advisory Board, Economic Development Advisory Board, Preservation Commission and other appointed committees and task forces.

REGULATORY PLANNING

Regulatory planning activities related to zoning, façade and sign approval, subdivisions, and historic preservation are managed by Assistant Director Polly Selkoe, AICP.

PLANNING DIVISION

Mission

The Planning division, in addition to serving as staff to the Planning Board, Design Advisory Teams, Zoning By-law Committee, Sign By-law Committee, and other appointed committees, guides applicants through the special permit, variance, and design review processes, and represents the Planning Board at Board of Appeals hearings. The Division also prepares façade and sign design review reports and presents them to the Planning Board for its approval. In addition, the Planning Division prepares and implements the Town's Comprehensive Plan and conducts research, studies and plans to guide physical development and capital investment in the Town.

Staff

The Planning division is staffed by Senior Planner, Lara Curtis, AICP, and Planner Courtney Synowiec. The planners facilitate design review of all signs, facades and wireless telecommunications in the Town and aid the Planning Board and Board of Appeals in the special permit and variance approval process for development proposals. They also formulate protective conditions to mitigate impact from development projects, and these are typically incorporated into the Board of Appeals approval decisions.

Planning Board

In May, 2009, Town Meeting approved a citizen warrant article expanding the Planning Board from a five-member citizen committee to a seven member citizen committee. Board members are appointed by the Board of Selectmen. The 2009 Board Members are: Mark Zarrillo, who serves as Chairman; Linda Hamlin, who serves as clerk; Nicole Forrest, who replaced Kenneth Goldstein, when he joined the Board of Selectmen; Steve Heiken; Jerome Kampler; and two newly appointed members, Steve Kanes and Jonathan Simpson.



Planning Board

(L-R) Jonathan Simpson, Jerome Kampler, Steven Heiken, and Mark Zarrillo

The Planning Board holds evening public meetings approximately every two weeks to consider and make recommendations to the Board of Appeals on all development proposals that require zoning relief. The Board also facilitates a public forum on a quarterly basis to give citizens an opportunity to raise planning issues that concern

them. At morning meetings, approximately every two weeks, the Planning Board reviews all proposed commercial signage and awnings, façade alterations, and wireless telecommunication facilities proposed for the Town.

The Planning Board also convenes Design Advisory Teams and Design Advisory Groups to evaluate the design aspects of major and moderate impact projects, as well as chooses Board members to serve as liaisons to other Town Committees, such as the Housing Advisory Board, the Selectmen's Climate Action Committee, the Zoning By-Law Committee, and the Sign By-law Committee. The Town's Capital Improvements Program is also reviewed and approved by the Planning Board.

Development and Design Review

In 2009, the Planning Board spent a significant amount of time in design review of two larger projects in Town: 2-4 *Brookline Place*, a major impact project proposal that consists of a mixed-use building containing retail space on the ground floor, medical and administrative offices on levels two through eight, a landscaped pedestrian plaza and an underground parking garage; and 109-115 *Sewall Avenue*, a 16-unit residential development, including 7 existing units. Additionally, a Design Advisory Team was convened to review changes to a previously-approved residential development at 311-327 Hammond Pond Parkway. Lastly, a Design Advisory Team began working with a development team on a proposal for infill additions 10 Brookline Place West. In all of these instances, numerous hours were spent by Brookline architects, design professionals, and neighborhood representatives, who volunteered their time to help ensure that neighborhood concerns are addressed and that the development will enhance the overall appearance of the Town.



Board of Appeals

(L-R) Lisa Serafin, A. Christina Wolfe, Jonathan Book, Jesse Geller, Mark Zuroff, Enid Starr, Christopher Hussey, and Robert DeVries

ZONING BOARD OF APPEALS

The Board of Appeals is a three member quasi-judicial board that is responsible for reviewing and approving applications for relief by special permit and by variance from the requirements of the Zoning By-law, in accordance with the "Massachusetts Zoning Act" – Massachusetts General Laws, Chapter 40A. The board is composed of three members: Co-Chairs Jesse Geller and Enid Starr and Board Member Robert DeVries. The board currently has five associate members that sit should regular members be unable to do so due to absence or conflict of interest. The associate members for 2009 are Jonathan Book, Christopher Hussey, Lisa Serafin, A. Christina Wolfe and Mark Zuroff. Town Clerk Patrick Joseph Ward serves as the Secretary for the Board of Appeals. The board usually meets weekly and generally hears two cases each week. Three board members sit for each hearing and a unanimous vote is required for an appeal to be granted. The 2009 caseload for the board was 79 cases, an increase of 31 cases over 2008, 6 of which were withdrawn. The board required 44 hearings and 7 site visits in order to complete their review of these cases. The board, pursuant to M.G.L., c. 40A, s.11, published 158 notices of these hearings in a newspaper of general circulation and sent by mail 29,802 hearing and decision notices to all "parties in interest" and to Town Meeting Members within the precinct the property is located and in abutting precincts as required by the Brookline Zoning By-law. This represented an increase of 7,818 notices over those sent in 2008.

Other Board of Appeals cases reviewed by the Planning Board in the past year included: the approval of several large family daycares located throughout Brookline; the conversion of the Hollywood Video building at 111 Harvard Street into a women's health center; the construction of a new psychiatric inpatient building at Bournewood Hospital at 300 South Street; and the conversion of common space into additional dormitory rooms at Pine Manor College at 400 Heath Street for students of the New England Institute of Art, whose main campus is located in Brookline Village.



10 Brookline Place

Design review of commercial signs, awnings, façades, handicap ramps, and wireless telecommunication facilities are also an important part of the Planning Division and Planning Board's responsibilities in order to preserve and enhance the attractiveness and viability of the Town's commercial areas.

Renovated façades were approved for the Brookline Ballet School at 1431 Beacon Street, the Beacon Tavern at 1032 Beacon Street, Panera Bread at 888 Commonwealth Avenue, and Chipotle at 876 Commonwealth Avenue. Additionally, various freestanding and façade signs and awnings were approved on Beacon, Boylston, Harvard and Washington Streets, and Commonwealth and Brookline Avenues.

The Planning division plays a key role in facilitating the review and approval process of proposed zoning warrant articles. In Spring 2009, Town Meeting approved two Zoning By-law amendments proposed by the Planning and Community Development Department and recommended by the Zoning By-law Committee, both of which addressed parking needs for commercial uses. One of these amendments allows for more flexibility in parking requirements for changes or expansions of non-residential uses when the change happens within an existing building; the other amendment allows for seasonal outdoor restaurant seating to be exempt from parking requirements. Town Meeting also reviewed a proposed amendment to allow for accessory residential units, but the amendment did not garner the two-thirds majority needed to pass.

In Fall 2009, the Planning Board reviewed and made recommendations on five zoning amendments, all of which were approved by Town Meeting. One approved amendment created a new zoning overlay for the Fisher Hill Town-Owned Reservoir Site, while another amendment created a new zoning overlay for the Cleveland Circle Local Business District. Additional amendments included new provisions in the use regulations to allow large family home day-cares in residential districts by special permit, and new provisions regulating car sharing organizations, like Zip Car, and commercial and non-commercial motor vehicles. The Planning division continues to work with the Zoning By-law Committee on future zoning issues and possible amendments.

Climate Action Committee and the Energy and Environmental Block Grant

The Selectmen's Climate Action Committee (CAC), staffed by Senior Planner Lara Curtis, ramped up its activities in 2009. Working with Town staff, other Boards and Commissions, and Climate Change Action Brookline, the CAC initiated work on making Brookline a "Green Community" under the state's Green Communities Act. The CAC's co-chair, Selectman Jesse Mermell, also led efforts to initiative the "Brookline 2010" initiative on climate change, which will encourage all residents and businesses in Town to commit to one action that will reduce their carbon footprint in 2010. Finally, the CAC reestablished membership of the Town in ICLEI, the International Council for Local Environmental Initiatives.

In addition, as part of the federal American Recovery and Reinvestment Act, the Planning & Community Development Department was able to secure about \$450,000 in funding through the Energy and Environmental Block Grant program. This funding will be used over the next couple of years for a residential energy efficiency program and for energy efficiency improvements to Town buildings and public works.

PRESERVATION DIVISION

The Preservation Division provides staff support and technical information to the Brookline Preservation Commission (BPC). The BPC is responsible for the educational, cultural, physical, economic and general welfare of the public through the preservation of the historical and cultural assets of Brookline, including buildings, sites and districts of historical and architectural significance. It also tries to encourage the development of appropriate uses and settings for such buildings and places.

The Commission, appointed by the Selectmen, consists of James Batchelor, Chair; Elton Elperin, Vice-Chair; Dennis DeWitt; Gary Gross; Ashling Fingleton and Steve Kanes, who at the end of the year left to serve on the Planning Board. Commission alternates include Wendy Ecker; Linda Leary; David King; and Bruce Cohen. Greer Hardwicke and Jean Innamorati serve as staff to the Commission. Natalie Schmitt-Wampler continued her generous volunteer work in supporting the BPC. After more than fifteen years on the Commission, Sheri Flagler who oversaw much growth, including the addition of three Local Historic Districts, went off the Commission to devote her time to other interests.



Preservation Commission

Local Historic Districts

The Commission administers Brookline's five Local Historic Districts: Pill Hill, Cottage Farm, Graffam-McKay, Harvard Avenue and Chestnut Hill North. This past year the Commission acted on 113 applications at its monthly meetings, reviewing exterior design. Additionally, the Commission, in conjunction with the High Street Neighborhood Associating and other Local Historic Districts associations, completed a survey of the homeowners of the Local Historic Districts who had appeared before the Commission in the last three years.

Demolition

The BPC is also responsible for reviewing cases under the Demolition Delay By-law. Each property is evaluated to determine if it is historically, architecturally and/or culturally significant before a demolition permit is issued. If a property is deemed significant, the Commission pursues alternatives to demolition. In 2009, the office reviewed 34 cases. Seven resulted in a stay of demolition; two were the result of fires.

Certified Local Government/Design Review

As a Certified Local Government, the Commission reviews projects involving National and State Register properties. The Commission continued to monitor the dredging and restoration project of the Emerald Necklace and the rehabilitation of the Carlton Street Footbridge. The Commission has also been involved in the planning

process for the disposition of the two historic Fisher Hill reservoir sites. Other cases included Brookline Mental Health office on Garrison Road, lodging houses on lower Beacon Street owned by the Pine Street Inn and Brookline Housing Authority, and 241 Kent Street owned by Children's Hospital.



241 Kent Street

Historic Properties

The Division staff works with the Building Department and the Brookline Historical Society to maintain the historic Town-owned properties. The Commission reluctantly said goodbye to Jean Stringham, the director emeritus of the Brookline Historical Society, who so skillfully coordinated the Town and Society activities in the interests of historic resources. New curators, Jesus MacLean and Camille Arbogast, moved into the Devotion House and plunged right into the task of overseeing its continued rehabilitation. The staff also worked with the National Park Service and Parks and Open Space Division to plan a cemetery workshop at the Old Burying Ground on Walnut Street.



Old Burying Ground

Design Review for Planning Board

The Commission continues to consult with the Planning Division on Planning Board cases involving properties listed in the National Register of Historic Places. The Commission consulted with Planning Division staff on many design cases, among them window replacements at the Brookline Bank building on Washington Street, restoration of 76 Sewall Street, and proposals for several telecommunications installations.

Other

The second phase of the Communitywide 20th century historic properties survey, funded by the Massachusetts Historical Commission, to research Brookline buildings from the 1930s to the 1960s was started this fall by consultant Kathleen Kelly Broomer. The work will be finished in the summer of 2010.

The BPC also completed the Conditions Study Report of the Brookline Reservoir Gatehouse funded by the

Massachusetts Preservation Projects Fund grant. The structure has national importance as one of the first in America to have an iron roof and cast iron stairs. This report, compiled by Einhorn Yaffee & Prescott and Structures North, will assist the Town in planning for stabilization of the gatehouse and its future restoration and adaptive reuse.

The Preservation Division assisted in the re-dedication ceremonies of the recently renovated Town Hall by providing a visual record of the Town and the civic buildings.

The Preservation Division continued to monitor construction of the St. Aidan's adaptive reuse project to ensure that work on the church was consistent with the approved plans and agreements with respect to preservation issues.

The office answered over 800 requests for technical and/or historic assistance from, among others: the Brookline Arts Center, Public Library of Brookline, Department of Public Works, Brookline Historical Society, Brookline School Department, The Boston Globe, The Brookline TAB, the High Street Hill Neighborhood Association, Temple Ohabei Shalom, National Park Service sites of the J.F.K. Birthplace and the Olmsted Historic site and Coolidge Corner Theatre.

COMMUNITY PLANNING

The Community Planning activities of the Department relate to affordable housing planning; the Community Development Block Grant program; and other planning activities such as redesign of the Village Square/Gateway East roadways and the reuse of the Town-owned reservoir at Fisher Hill.

HOUSING DIVISION

Mission

The Housing Division focuses on maintaining Brookline's diversity by helping to create housing that is affordable to households with a range of incomes. It supports both the preservation of existing, and the development of new, affordable housing for both renters and homebuyers, and administers programs that assist first-time homebuyers.

Staff

The Housing Division staff includes Francine Price, Housing Development Manager, who focuses on policy, new program directions, and program and project development. Housing Project Planners Bruce Genest and Virginia Bullock focus on homebuyer programs, and program and project management.



Housing Advisory Board
(L-R) Virginia Bullock, Kathy Spiegelman, Rita McNally,
Fran Price, Roger Blood, Michael Jacobs and Rufus Phillips

Housing Advisory Board

The Housing Advisory Board (HAB) is charged with recommending housing policies, plans and programs for the Town, especially those relating to the promotion of affordable housing, and serves as Trustee of the Town's Housing Trust. The HAB's 2009 membership included Roger Blood (Chair), a housing finance consultant;

architect Steven Heikin, as designee of the Brookline Planning Board; affordable housing consultant Michael Jacobs, as designee of the Brookline Housing Authority; affordable housing lender Rufus Phillips; Kathy Spiegelman, chief planner for planning for Harvard University's Allston Initiative; and Rita McNally, filling the position of tenant representative. A position filled by Dan Rosen, an affordable housing attorney, was vacant at the end of the year.

New Housing Development

The Housing Division continued to work with the nonprofit Planning Office for Urban Affairs, Inc., to bring the St. Aidan's project to completion. Permitted under Chapter 40B and financially supported by the Town and other public sources, the project provides 36 affordable units in a 59-unit development which preserves the St. Aidan's church building through adaptive reuse and conserves the church's forecourt as open space. During 2009 the Housing Division continued to oversee the development process. At the same time, staff marketed to and assisted income-eligible buyers, selected through a lottery system, to qualify for the 16 affordable homeownership units, and assisted in outreach for the 20 affordable rental units. By the end of 2009, construction was complete and the last affordable unit was preparing to close.



St. Aidan's

During 2009, the eight-year planning process for the redevelopment of the 4.8 acre Town-owned reservoir site on Fisher Hill for mixed income housing took a major leap forward. After several months of review of the "Olmsted Hill" proposal submitted in response to a 2008 request for proposals, a selection committee recommended New Atlantic Development Corporation (NAD) to the Board of Selectmen, which entered into a Letter of Intent with the developer. The November 2009 Special Town Meeting unanimously approved articles to create a zoning overlay district allowing for multifamily housing and to convey the property to NAD. By the end of the year, staff was preparing for the next steps in the creation of a 34-unit community including 24 affordable condominiums and up to 10 single family homes.

The Affordable Housing Requirements ("inclusionary zoning" provisions) of the Town's Zoning By-law under Section 4.08 creates opportunities for affordable housing through private market development. These obligate developers of projects with six or more units to contribute to affordable housing. During 2009, staff worked with the developers of 109 Sewall Avenue and 327 Hammond Pond Parkway to develop proposals that will yield a total of five additional affordable units.

Homebuyer Assistance

The Division's Homebuyer Assistance Program provides technical assistance and financial support for affordable homeownership. It does this through various initiatives. The Division provides loans of up to \$175,000 from the Town's allocation of federal HOME and CDBG funds for down payment assistance to eligible households with incomes below 80 percent of Boston area median income. The Division also provides general homebuyer counseling for those seeking housing in Brookline, including Town employees. And it markets, selects by lottery, and provides technical assistance to buyers of units created under special programming, such as the St. Aidan's project; offered under inclusionary zoning; and available through the resale of units with affordability deed restrictions.

During 2009, the Division assisted four income eligible purchasers of market rate condominium units who received a total of \$576,539 in HOME and CDBG funds. It marketed, selected by lottery, and provided technical assistance to 16 homebuyers at St. Aidan's and for six buyers of affordable units available for resale under existing deed restrictions. Finally, staff prepared for the marketing of two affordable units at 310 Hammond Pond Parkway, an

inclusionary zoning project nearing completion.

Affordable units are encumbered by deed restrictions for long-term affordability. In almost all transactions, staff worked with banks participating in the Massachusetts Soft Second Program to provide additional assistance and/or closing cost discounts. To increase access to such benefits, staff hosted a 12-hour "Homebuyer 101" training program in April and May of 2009 from which 45 renter households graduated, thereby qualifying for first-time homebuyer financing.

Using the Existing Rental Stock to Create and Preserve Affordable Housing Opportunities

During 2009, the Housing Division continued to reach out to Brookline property owners and potential developers to explore opportunities to create additional affordable housing through the acquisition and improvement of existing rental properties. At the same time, staff worked with the nonprofit Pine Street Inn, owner of 1043-1045 Beacon Street, to develop a \$250,000 program of renovation, funded by CDBG and aimed at extending the life of this 28-unit affordable lodging house.

New Policy Initiatives

In 2009, after significant outreach, study and deliberation, the HAB brought a warrant article to May Town Meeting aimed at enabling the creation of accessory units for single-family homeowners in certain large lot districts whose properties meet certain qualifications. Despite the cautiousness of the proposal and support by many homeowners, the vote fell short of the two-thirds majority required for a zoning change. In addition, in response to a heightened consciousness related to fair housing, resulting both from national policy and local studies, the Housing Division added information about fair housing protections and remedies to its website, and initiated meetings with Town Human Relations staff and board members to identify ways in which the issue could be better communicated to the Brookline public.

Homelessness Prevention

During 2009, the Housing Division coordinated the participation of several Town departments and local agencies to develop a Homelessness Prevention and Rapid Re-Housing Program. The resulting program uses a three-year \$650,000 federal grant available under the American Reinvestment and Recovery Act to assist income-eligible residents who are facing eviction, are at risk of becoming homeless, or are already homeless. By the end of 2009, with only three months of operation, the program had assisted 60 households.

Affordability Monitoring

The Division monitors affordable housing developed under Town auspices or through inclusionary zoning. At present, 119 rental units at 14 addresses (as well the three properties comprising Center Communities) are subject to annual monitoring in order to assure that the properties continue to lease to income eligible tenants at affordable rents. In addition, 172 condominium units are monitored annually to confirm that the owner is continuing to use the property as his/her primary residence.

Housing Resources

The Housing Division manages a variety of federal, state and local funding resources, which it seeks to use in ways which best leverage outside funding. During fiscal year 2010, Brookline received an allocation of \$513,761 in federal HOME funds through the WestMetro HOME Consortium and programmed \$311,847 for affordable housing programming from the Town's federal Community Development Block Grant (CDBG) allocation. The St. Aidan's project received several million dollars in state subsidies and private funding raised through the federal low income housing tax credits.

As Trustees, the HAB makes recommendations to the Board of Selection for expenditures from the Housing Trust. During 2009, a total of \$550,372 was received as cash payment in lieu of units, primarily from the developer of 10 units at 74-76 Green Street. The Town paid out the final \$1 million of a \$3,797,500 Housing Trust commitment to the St. Aidan's project, which leveraged several million in federal, state and private investor subsidies. The HAB also reviewed a preliminary budget from NAD, indicating a need for up to \$2.9 million in Town funding for Olmsted Hill.

Community Development Division

The Community Development Division is responsible for statutory and regulatory compliance for the Town's Community Development Block Grant (CDBG) program. The Division's charge is to direct all aspects of the grant, including administration, contracts, fiscal management and oversight, planning, and overall execution of the

program. For Fiscal Year 2009 (July 1, 2008 to June 30, 2009), the Town received approximately \$1.64 million in CDBG funds.

In Fiscal Year 2009, the Town allocated funding to 24 eligible activities. Among the projects funded were facility improvement projects by the Brookline Community Mental Health Center and Humanity House, a group home for 10 developmentally delayed adults operated by the Barry L. Price Rehabilitation Center, Inc. Keeping to its commitment to help preserve affordable housing in the Town and to provide safe and sanitary housing, the Town allocated CDBG funds to the Brookline Housing Authority for improvements to three of its developments that house families and the elderly. Funds were also used for the creation of plans for public realm improvements in Village Square, an area of Rt. 9 near Brookline Village. Finally, funds were used for many public services geared toward low-income families, teens and elders.

Grant Administration

In the past year, the American Recovery and Reinvestment Act (ARRA) of 2009 was enacted and implemented. The Town successfully applied for \$436,204 in CDBG-R stimulus funds and amended its 2009 One Year Action Plan to account for additional activities. CDBG-R provided funding for a wide range of community development activities and programs, all of which were required to be “shovel ready”. CDBG-R was created to stimulate the economy through job creation, and the Town proposed to use its funds for projects such as sidewalk reconstruction in eligible areas, for non-profit and public housing capital improvements, small business loans and for a job training program.

Gail M. Lewis, the Town’s CD Administrator, is responsible performing administrative oversight and coordination of the daily operations of the entitlement grant and sub-grantee supported activities for the CDBG entitlement program. The Division’s fiscal assistant, Ewana Lindo-Smith, continued to capably assist Ms. Lewis with day-to-day management of the block grant and other federal grants, along with intern Vanessa Irzyk.

CDBG Advisory Committee

Citizen participation is a key component to the CDBG program. As noted, the Community Development Advisory Committee is charged by the Town to make recommendations on the entitlement grant and forwarding its recommendation to the Board of Selectmen. Every winter, the Committee conducts a series of public hearings on grant requests which culminates in preliminary recommendations on grant allocation to the Board of Selectmen. It is anticipated that the Committee will continue to face difficult choices in making future funding recommendations given the wide range of community and housing needs identified in the Town.

Homeless Consortium

The Town of Brookline is part of a Continuum of Care system which has been developed to establish a comprehensive and coordinated approach to address the needs of homeless families, and individuals at risk of homelessness. To better serve the needs of Brookline residents who may be homeless or at risk of homelessness, the Town is one of four communities that comprise the Continuum of Care Consortium. Originally comprised of the cities of Newton and Watertown, the Town of Brookline and the City of Waltham have become participating members. The City of Newton is able to provide transitional houses and permanent supportive housing for homeless families and individuals, while emergency shelters for families operate within the Town of Brookline and the City of Waltham. A consortium wide strategy has been developed to reduce homelessness which includes: planning and coordination; data collection; prevention; outreach and assessment; and permanent supportive housing.

In fiscal year 2009 the Brookline-Newton-Watertown Consortium applied for McKinney-Vento funds to address homeless issues in the then three member consortium. In December, 2009 the consortium was awarded \$1.2 million.

ECONOMIC DEVELOPMENT

The Economic Development division works with the Economic Development Advisory Board (EDAB) to encourage appropriate new mixed-use and commercial development and foster existing businesses in commercial areas. 2009 was the year of new and renewed partnerships:

2009 By the Numbers

EDAB-Sponsored Commercial Tax Revenue for FY09: \$1.3 Million

Vacancy Rates:

- Retail Storefront Vacancy Rate: 6.9%, up 1% from 2008
- Commercial Vacancy Rate (by sq. ft. from Assessors): 5.8%
- Metro Area Commercial Vacancy Rate (3rd Quarter, National Association of Realtors): 12.7% for Office, 11.1% for Retail

Top 5 Employers: Bournewood Health Systems, The New England Institute of Art, Dana-Farber Cancer Institute, Coolidge House Nursing Care, Pine Manor College

Approximate Number of Forming or Existing Businesses Assisted in FY09: 42



Economic Development Advisory Board

American Repertory Theater Haunts Old Lincoln School

Economic Development worked with the American Repertory Theater and Punchdrunk of London to bring their "participatory theater" production of Macbeth crossed with Hitchcock's version of "Rebecca" to the Old Lincoln School. The arts world claimed this experiment as a grand success. After extending as long as possible in Brookline, the show is now planning on continuing to Chicago. The production brought in live pine trees to create a forest in the auditorium, built out a part of the gymnasium into a speakeasy and transformed other floors into Macbeth's private chambers, a formal garden complete with gravel pathways, a taxidermy shop, and other curious places. Beyond direct proceeds to the Town (estimated at approximately \$100,000), the extra foot traffic of set volunteers, actors, and theater-goers brought much-needed patrons and new returning customers to several Brookline restaurants. Much gratitude goes to the Building and School Departments, who were willing to try this new kind of partnership, and put in the hard work to make this one-time event have the best possible outcome for the Town of Brookline.

New England Institute of Art Remains Anchor Amidst Route 9 Medical Office Growth

2009 saw glimmers of future economic growth along Route 9, even in a down economy. Competing with medical office space needs, this for-profit art school needed a place to grow. National Development bought 10 Brookline Place in early 2009, and was able to plan for growth needs of both the Institute of Art and Dana Farber (both of whom are among Brookline's largest employers) with an 18,000 square foot expansion. Anticipated to complete its permitting in 2010, this expansion will join two other commercial development projects along the Route 9 corridor, identified in the Comprehensive Plan as an appropriate location for commercial growth. The sudden economic downturn in 2008 affected financing and the pace of medical office development for 2-4 Brookline Place (Children's Hospital) and the Red Cab Site at 111 Boylston Street. However, medical office needs are still in demand, and Brookline is proud to be one of the few communities with major commercial development projects still moving forward. All together, these three EDAB-sponsored Route 9 projects may start bringing in additional tax revenue as early as Fiscal Year 2012. After full build-out, these long-awaited projects are anticipated to bring an additional \$1.3 Million of annual revenues for the Town, approximately doubling the current annual tax revenue

from previous EDAB-sponsored developments.

Urban Land Institute Studies Cleveland Circle

Economic Development worked in 2009 to identify uses for the vacant Circle Cinema site in Cleveland Circle, located in Boston and Brookline. Brookline has often seen the results of development on the edges of Town, resulting in more traffic without additional commercial tax revenues. In the short term, EDAB worked with the Planning & Community Development Department to change the zoning of this area in Fall 2009 to ensure proper review of any major change in this “edge” commercial area. Planning for the future, Economic Development partnered with the Urban Land Institute (ULI), a non-profit group of real estate professionals, for a one-day, free consultation service called a “Technical Assistance Panel”, or TAP. During this one-day program, a dozen ULI members interviewed local stakeholders and gave recommendations related to land use and politics as a result of their analysis. As this TAP was sponsored by the MBTA, the panel’s initial focus was on the possible reuse of the train yard at Reservoir Station. However, panelists quickly came to the conclusion that the entire area (including the Circle Cinema site and the traffic/transit conflicts within Cleveland Circle) first need to be improved through a master planning process engaging both Boston and Brookline. This work towards a meaningful partnership with Boston will begin in 2010.

Targeted Tourism Program Begins with National Park Service Partnership

A renewed partnership with the National Park Service, Preservation Division, and the Historical Commission brought a group of the “Railvolution” national conference attendees to Brookline for a break-out session, including a wonderful walking and streetcar tour by local National Park Service staff and Michael Dukakis. This initial outreach has spurred future partnership plans with the National Park Service for targeted tourism opportunities in 2010.

Business Community Partnerships

Economic Development continued its partnership with the Business Community to promote the health and vitality of our local businesses. This included communication between the Town and various business groups, such as the adoption of the new local meals tax and increased hotel tax, work with the Selectmen’s Committee on Parking, and cross-communication related to specific problem-solving in our commercial areas. In partnership with the Brookline Climate Action Committee, Economic Development co-sponsored the Brookline Green Expo event. Additionally, our annual Food Festival and 1st Light Festival continued to be great celebrations for the Town. Finally, Economic Development began two new CDBG-funded microenterprise programs for assisting qualified businesses with five or fewer employees.

Brookline Housing Authority

Brian Cloonan, Director

General Information

The Housing Authority has 5 members, 4 of which are elected for an overlapping 5-year term while the fifth is appointed by the State. During 2008, the membership of the Authority was David Trietsch (Chairman), Michael Jacobs (Vice Chair), Barbara Dugan (Treasurer), Barbara Sard, Roxanne Berman, Brian Cloonan (Executive Director) and Matthew Baronas (Assistant Director).



Egmont Street Veterans, BC School of Management staff & students, and Steps to Success staff (STS) on Community Service Day

The Authority administers the following Programs:

Housing for Seniors & Disabled # of Units

Walnut Street Apartments
4-24 Walnut Street 24

Ralph Sussman House
50 Pleasant Street 100

Arthur O'Shea House
61 Park Street 100

Theresa Morse Apartments
90 Longwood Ave 100

John W. Kickham Apartments
190 Harvard 39

Col. Floyd Apartments
32-40A Marion Street 60
19-36 Foster Street Extension

Section 8 Leased Housing

Section 8 Housing Choice Vouchers 619
Preservation Vouchers 50

M.R.V.P. Leased Housing

Mass Rental Voucher Program 39

Housing for Families

of Units

Walnut Street Apartments 76
22 High Street

High Street Veterans

186

6- 30 New Terrace Road
176-224 High Street
186-218 Chestnut Street

Egmont Street Veterans

120

51-85 Egmont Street
338-348 St. Paul Street
209-221 Pleasant Street

Trustman Apartments

84

7-33 Egmont Street
144-156 Amory Street
337-347 St. Paul Street

The Two & Three Bedroom list is currently closed. Applications can be obtained Monday through Friday between 8:30 am - 4:30 pm at the main office located @90 Longwood Avenue, Brookline, Massachusetts or by calling (617) 277-1885. For more information please, visit our website at www.brooklinehousing.org

HUMAN SERVICES

BROOKLINE HEALTH DEPARTMENT

Dr. Alan Balsam, Director

The Brookline Health Department has as its mission the protection of the health of Brookline residents and others who may work or otherwise be associated with the town. Toward that end, the Department maintains an active surveillance system of health status indicators, and has planned, implemented, and continues to evaluate a broad spectrum of local health services designed to reduce morbidity and mortality and enhance the quality of life of those who live and work here.

ADMINISTRATION

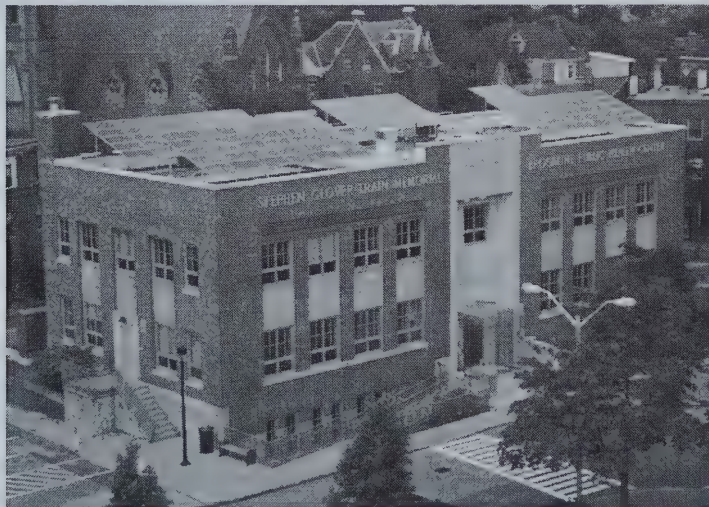
During 2009, the Department continued a formal community health needs assessment of Brookline. With support from the Brookline Community Foundation, (along with other medical institutions and foundations), the Council on Aging and the Department of Public Health initiated a study of Elders 85+ in Brookline. The results of this project will be published as Volume 12 of Healthy Brookline in 2010, and this will be used to plan programs to improve the health status of elders over 85, and to track progress over time. Alberta Lipson, PhD served as principal investigator for this important study.

The Department management structure was maintained, providing for more access to the Director, and elevating core public health functions. In addition to the on-going biweekly management team meetings, periodic all-staff meetings with an educational component served to help build a sense of mission and community among staffers, and to enhance intra-departmental communication.

This year, the Department continued to be successful in leveraging non-Town resources for a broad range of projects. Over \$200,000 was raised from a variety of sources including medical centers, foundations, federal and state government, etc. In addition, seven well-qualified graduate students were recruited for internships for a variety of community health projects.

The Health Department continued its relationship with the Boston Visiting Nurse Service (VNA) to provide epidemiology and public health nursing services, and we maintained our outreach campaign to enroll uninsured Brookline residents in the State's mandatory health insurance plan.

Scores of individuals and groups toured the Train Memorial Health Center, Brookline's first Green Building. The building was featured as part of the National Solar Tour by the Northeast Sustainable Energy Association.



Train Memorial Health Center

The Town Emergency Preparedness Committee continued to meet regularly to prepare for the possibility of an emergency. The Health Department took the lead on issues related to pandemic preparation and bio-terrorism, convened a multi-community work group on reaching "hard to reach" populations, and conducted additional



Emergency Dispensing Site Drill

exercises with key Town personnel. Dawn Sibor continued as our Emergency Preparedness Director, over 175 health professionals and others were recruited to our Medical Reserve Corps which will support the Health Department in the event of an emergency, and an ambitious schedule of trainings was completed.

This preparation was extremely important when the H1N1 (Swine Flu) influenza epidemic emerged in the Spring of 2009. Within a few weeks, a surveillance system was created to track cases, and a broad-based education campaign was rolled out to help prevent disease spread. This all culminated in the fall as vaccine became available and we served thousands of Brookline residents at clinics big and small. This included an impressive Emergency Dispensing site drill sponsored by the Brookline Emergency Management Team on December 6, 2009 that served over 2,500 people.

ENVIRONMENTAL HEALTH SERVICES

This Division, led by Patrick Maloney, MPAH, oversees many State-mandated programs including the licensing and inspections of food establishments, housing code inspections and enforcement actions, swimming pools, solid waste handling practices, animal, insect and rodent control, and the abatement of general nuisances. Additional concerns include asbestos removal, lead in the environment, hazardous waste, indoor air quality, and the enforcement of state and local tobacco control requirements, including the issuance of permits for tobacco retailers and monitoring the over-the-counter sale of tobacco products.

Brookline continued monitoring compliance with the Town's Tobacco Control By-Law and pursuing complaints concerning infractions of the law. In addition, we held four workshops for apartment and condo owners regarding smoke-free housing policies.

Brookline continued to be one of the only Towns in the State to fully implement non-criminal dispositions (tickets) as an enforcement element to inspections. The Division completed all mandated inspections as required by State regulation (including Over 150 housing and over 720 food service inspections).

Mosquito Control activities continued this summer as part of the Town Integrated Pest Management (IPM) practices. The Division treated 3500 Town catch basins with a bacterial larvicide, with support from the Department of Public Works (DPW), to prevent the hatching of adult mosquitoes. We maintained our surveillance system for mosquitoes and produced information on ways to reduce risk for mosquito borne diseases.

The Division helped enforce the Town's policy on snow removal with the DPW. Also working with DPW and other town departments, we continued a mercury disposal program in two Brookline locations. With support from the State Health Department we launched a program for safe sharps disposal.

The Division continues to work with the Information Technology Department to test in-field inspectional software and data collection and to implement the GEOTMS software system to replace the Permits plus System.

The Division responded to hundreds of requests from the public for information on indoor air quality, lead and solid waste disposal. The Division, assisted by all inspectional departments and the Planning and Community Development Department, also developed a new guide on "How to Open a Restaurant" in Brookline. The Division offered three rabies vaccination clinics in conjunction with the Newton Health Department. The sealer of weights and measures tested all towns weighing and measuring devices, taxi meters, and scanners to ensure accuracy. Finally, working closely with the Community Health Division and the Planning and Community Development Department, we successfully implemented the final phase of the Trans fat ban in Brookline foodservice establishments in April.

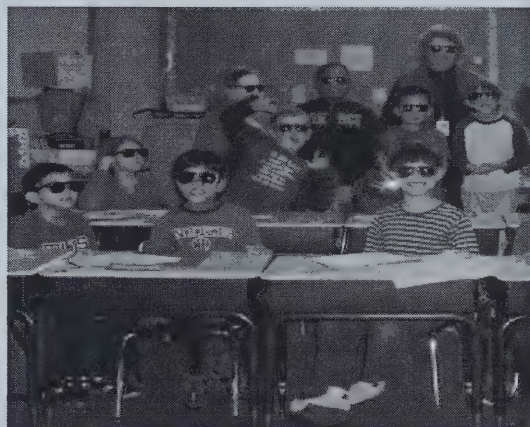
CHILD HEALTH

Under the direction of Gloria Rudisch M.D., MPH, the Division of Child Health continued to be the Department's liaison with School Health Services and the nursing and health education staff in the schools, and oversaw all programs targeting children and youth. There continues to be a strong association with the Essential School Health Services grant, which has facilitated the transition to a full-time school nurse leader, provided for technology training and health program materials.

The Daycare Inspection Unit monitored the growing number of group day care centers (27) and extended day programs (16), and Brookline continued to be the only community delegated by the State to exercise inspection and technical assistance responsibilities to assure compliance with Department of Early Childhood and Care regulations. In addition, the Division maintained a regular schedule of child immunization clinics staffed by public health nurses with physician back up. Over 200 youngsters were served.



Brookline High School Peer Leaders receive the 2009 Outstanding Prevention Award from the Massachusetts Department of Public Health



Elementary school students try out sunglasses as part of Public Health Week sponsored by the Brookline Department of Public Health

We continued to support a program to counter bullying in elementary schools. In addition, we were able to assist in maintaining the Dating Violence Intervention Program (DVIP) at Brookline High School, and we continue to work with the Students Against Destructive Decisions (SADD) program. We continued to support programs related to health education on many levels, served on the public school Wellness Policy Committee, and worked to support the movement toward enhanced nutrition and physical activity options in the schools. Lastly we have also worked with school nurses and other school personnel in emergency/crisis planning activities.

COMMUNITY HEALTH SERVICES

Led by Lynne Karsten, MPH, this Division oversees community health initiatives including women's health, adult immunization, injury prevention, elder health programs, healthy eating, and physical fitness. During 2009, the Division sponsored adult seasonal flu immunization clinics serving 1,200 residents. We continued the "Clean Hands for Good Health" campaign to educate the community on steps to prevent the spread of disease. The Division expanded its programming in physical fitness and physical activity, strengthening the Town's *Brookline On the Move* brand, and receiving continued state funding to promote wellness and prevent disease and disability in Brookline.

We continued to provide education and assistance to Brookline residents seeking to enroll in the Commonwealth's new mandatory health insurance programs, and surveyed Brookline dentists to determine interest in offering low-cost services to low-income elders.

The Women's Health campaign funded by Brigham and Women's Hospital involved organizing educational programs and screenings. With our partners at Beth Israel/Deaconess Medical Center, the Department promoted a series on healthy aging and related health issues for seniors. Working with the Council on Aging and Brookline Housing Authority, we continued a Balance Exercise class that involved frail elders in a program to build muscle mass and confidence and prevent falls.

We have continued to work with Town departments to train staff to use automated external defibrillators (AED's). Currently, there are over 30 of these units around Brookline in strategic locations, in addition to those in all emergency response vehicles. Employees in all town buildings and schools where AED's are located now have received CPR/AED training.

Translation services in Russian and Chinese were provided to several Town departments. We offered basic public health information at English as a Second Language (ESL) classes in family housing units. The Division regularly sponsored American Red Cross blood drives at the Main Library.

PUBLIC HEALTH NURSING/EPIDEMIOLOGY

The Division of Public Health Nursing/Epidemiology oversaw the investigation and control of over 228 reports of communicable disease and exposure to animals. A total of nine outbreak situations, including chickenpox, whooping cough and MRSA in schools were investigated and controlled.

Led by Barbara Westley, RN, the Division provided the Department's liaison with the Boston Visiting Nurse Association (VNA) and also provided clinical support to all Department screenings, immunization programs, and other clinical activities including control of Tuberculosis and community acquired MRSA. We also provided educational sessions to community groups regarding preparation for flu pandemic (Flu @ home) and caring for children in times of community public health emergencies. As mentioned earlier, this preparation was critical as we faced the H1N1 pandemic in the Spring and Fall.

Regularly scheduled blood pressure screenings provided over 350 patient visits. Information and referral services in the areas of foreign travel and other general health issues were also provided. Immunization clinics for under-insured residents administered over 350 vaccinations.

The Division provided technical assistance on vaccine preventable disease issues, and continued to participate in the statewide initiatives addressing emergency preparedness and bio-terrorism.

HUMAN SERVICES/SUBSTANCE ABUSE AND VIOLENCE PREVENTION SERVICES

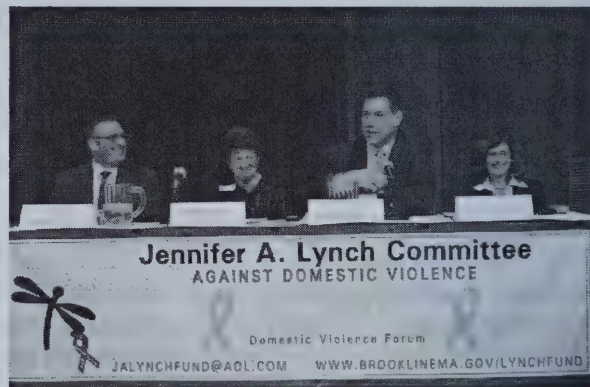
This Division led by Lloyd Gellineau, Ph. D. and Mary Minot, LICSW, fields programs and services in both the community and school-based settings. As with previous years, the program has assisted many town residents and employees; as evidence by the provision of over 2,500 counseling sessions, 216 class presentations, and over 100 referrals.

The Division contributes to Domestic Violence Roundtable Steering Committee, the Jennifer A. Lynch Committee Against Domestic Violence, and the Council on Aging. In addition, the division provides expertise to the Community Health Network Area 18 steering committee, the Brookline Homeless Prevention and Rapid Re-housing Program, the Brookline Public Health Department's Health Insurance initiative, the Newton-Brookline Homeless Consortium, the Commission for the Disabled, two dozen community self-help groups, and charitable organizations. In conjunction with the Environmental Health Department, the Council on Aging, Brookline Community Mental Health Center, and the Brookline Community Foundation, we continued facilitating the Hoarding Task Force to develop a comprehensive protocol to manage hoarding situations in the town. A conference on this issue drew over 100 public health and human services staff in March.

The 3rd Annual Jennifer A. Lynch Forum at Newbury College drew a large crowd and a distinguished panel during March.

The Division maintains a Substance Abuse Program Database and a Substance Abuse Self-Assessment Survey which is on the town website and we continued to assist the organization of the annual bartender-training program.

The Division coordinated the prevention activities of the Brookline Coalition Against Substance Abuse (B-CASA). B-



CASA is a community effort to address the underlying contributing factors of teen substance use and to offer effective prevention strategies. Membership includes students, parents, police, and school staff, local clergy, youth serving professionals, and alcohol and drug prevention professionals. The Drug Free Communities Support Program grant from the Substance Abuse and Mental Health Services Administration (SAMHSA) was refunded for five years.

This year, the Brookline Parents Education network (BPEN) was launched. BPEN is a parent outreach initiative that works with Brookline schools and PTO's to engage and educate parents through newsletters, parent network groups, educational presentations, and community forums. Other projects included SADD (Students Assisted Destructive Decisions), the STARS summer program; the Peer Leadership program with 45 peer leaders providing presentation to over 500 elementary school students; and a social norms campaign, the "Brookline 1200 and Counting," (1200 BHS students chose not to use alcohol or other drugs in the past month) according to the most recent Brookline High School Youth Risk Behavioral Survey (YRBS).

The Peer leadership program received the Outstanding Prevention Program Award from the Massachusetts Department of Public Health at their Ounce of Prevention conference in October.

The Division offers two intervention programs, the Brookline Substance Abuse Program (BSAP) program for students with alcohol or other drug related problems, and the Youth Diversion Program in conjunction with the Brookline Police and Courts. Both programs offer substance abuse assessments and treatment planning, counseling, and referral to area providers.



Advisory Council on Public Health

ADVISORY COUNCIL ON PUBLIC HEALTH

A dedicated group of six unpaid, volunteers, residents, and citizens continue to serve as members of the Advisory Committee on Public Health (ACPH). Meeting monthly, the Council provides the Director with advice on budget, policy and Town meeting issues, health needs assessments, and a range of operational issues. Dr. Milly Krakow and Ms. Roberta Gianfortoni were reappointed by the Board of Selectmen. They rejoin Dr. Bruce Cohen, Dr. Anthony Schlaff, Ms. Pat Maher and Ms. Cheryl Lefman on the Council.

Another highlight of the year for the ACPH was the election of Dr. Bruce Cohen to the Chair. Dr. Cohen has identified a number of important goals for the Council for the coming year, including working with Dr. Balsam to implement the Medical Reserve Corps in Brookline, fielding another Public Health Policy Forum in the spring, and continuing a campaign related to fitness and nutrition.



**The Annual Public Health Leadership Award Presented to Dr. Peter Stringham
for Outstanding Efforts in Public Health and Service to the Brookline Community**

In 2008, the Friends of Brookline Public Health, a membership organization conceived to build a constituency for public health in Brookline, entered its eleventh year. The goal of 150 individual members and six corporate members was achieved. A Board of Trustees of 15 persons, including four officers, was elected, and activities included our Annual Meeting and reception.



**Brookline Medical Reserve Corps Members
Receive the Carlin Community Health Award
from the Friends of Brookline Public Health**

The Board of the Friends voted to fund several public health initiatives including Brookline (Climate Change) 2010, a linkage with our Sister City in Nicaragua, the public health on-line quizzes, and Brookline on the Move.



**The 13th Annual Public Health Policy Forum
Moderated by former Governor Michael Dukakis**

The Friends also co-sponsored the 13th Annual Public Health Policy Forum entitled "Universal Health Care: Lessons for the Nation from Massachusetts" in conjunction with the Brookline Center for Adult and Community Education and the Council on Aging, moderated by former Governor Michael Dukakis. The forum attracted over 200 people.

Finally, the Friends continued the Annual Public Health Leadership Award in Brookline and announced the 2009 award to Dr. Peter Stringham, for his outstanding efforts in public health and service to the Brookline community. The Herb Carlin Community Health Award went to the Brookline Medical Reserve Corps (MRC), Brookline Community Emergency Response Team (CERT), and Brookline School Nurses for their response to the H1N1 flu pandemic this Spring and Fall.



**Retiring Newton Public Health Commissioner David Naparstek receives
Appreciation and Lifetime Membership to the Friends of Brookline Public Health**

Human Relations-Youth Resources Commission

C. Stephen Bressler, Director

Created by Town Meeting in 1970, the Human Relations-Youth Resources Commission is Brookline's official agency working in the areas of intergroup relations, civil rights and youth advocacy.

Membership

During 2009, the Commission bid goodbye to member Jacob Effron, who left to attend Yale University, and Captain John O'Leary, who received a new assignment within the Police Department, as well as School Committee liaison Glenn Cunha. The Commission welcomed new full member Dr. Laurie Dopkins and new associate member Dr. Doreen Wilkinson, as well as new School Committee liaison Barbara Scotto. Captain Tom Keaveney, new commander of the Community Relations Division, began attending Commission meetings in anticipation of his being appointed to the Commission. Marc Jones stepped down as Commission co-chair. Dr. Ed Wang continued as Chair of the Commission and Karen Fischer was elected as Vice Chair.

Agnes Rogers, beloved senior member of the Commission as well as housing activist and advocate for the elderly, was honored by the Brookline Senior Center at a fund-raising gala on October 28.

Administration

The Human Relations-Youth Resources Commission full-time staff consisted of Director C. Stephen Bressler. Long-time Commission secretary Ongelita Mockabee Miles was moved to the Health Department.

In addition to his work in inter-group relations and assisting residents of the town in addressing a variety of personal and societal problems, the Director is Brookline's Affirmative Action Officer, Fair Housing Officer, Americans with Disabilities Act Coordinator, Ombudsman for CATV and staffs the Broadband Monitoring Committee, is a member of the CATV Coordinating Committee, the Home Heating Task Force, the ADA Transition Team, and Brookline Holocaust Memorial Committee and serves as a member of the Town's Emergency Management Team.

Community Relations

Commission Chair Dr. Ed Wang noted that the monthly meetings of the Human Relations-Youth Resources Commission offer opportunities for other groups to inform the Commission of what they are doing, what actions they may be undertaking, and how the Commission may be of assistance.

Police/Community Relations

Commission Chair Dr. Ed Wang continued to serve on the Citizen Complaint Review Committee (CCRC), which had been created by the Board of Selectmen to review and revise the previous process created in 1987. The expectation was that the revisions would make the process of complaints both more efficient and more fair. The Board of Selectmen accepted the CCRC's final report on July 28, 2009, which included the following with regard to the participation of the Human Relations-Youth Resources Commission, listed under Section VI of the report, page 29:

L. Public Education

That the Board of Selectmen work with the Brookline Police Community Service Division and the Human Relations/Youth Resources Commission to create a plan, subject to periodic review, for educating the public about the complaint process, including on the Town Website.

Comment: The goal of the plan shall be to increase dialogue between Brookline citizens and the police department to foster an understanding on the part of citizens of the role and the responsibilities of the police department and an appreciation on the part of the police of citizen's concerns and complaints for the purpose of increasing cooperative and supportive efforts between citizens of Brookline and the police department.

(This recommendation is proposed to add a new section to Section 34 of the Police Manual. The Selectmen should also extend this education program beyond the Police Department.)

On February 18 the Commission met with Police Chief Daniel O'Leary to discuss *Police Department Racial/Gender Breakdown of Police/Community Interactions 2008 Year End Report* and *Brookline Police 2008 Part A Crimes*, where he spoke about specific occurrences in the town, plans for new hiring, the Citizen Complaint Review Committee, cameras along the public way, publicizing crimes on www.crimereports.com, and a Northeastern University research project on racial/ethnic identification of drivers.

Martin Rosenthal and Frank Farlow, co-chairs of Brookline PAX, addressed the Commission at its May meeting in support of a Resolution Concerning Citizen Complaint Policy to be discussed at the upcoming annual town meeting.

Chief O'Leary returned for a formal presentation on October 21 to discuss 2009 Mid-Year Crime Report and Race/Gender Interactions. He updated the Commission on police department hiring, answered questions regarding gay and lesbian police officers, touched on recommended changes in the citizen complaint process, gave an update on the situation of cameras along the public way – including an incident that was solved, in large part, because of the presence of the cameras. There was also discussion about a Sudbury resident with connections to neighboring city Newton who was allegedly connected to *jihadi* activity.

Human Relations Youth Awards

With much appreciated financial assistance from the Brookline Rotary Club, the Commission, under the leadership of Marc Jones, sponsored its 23rd annual Human Relations Youth Awards on June 9.

Two Human Relations Leadership Awards, nine certificates of merit, and one letter of achievement were presented to youths in recognition of their volunteer efforts over the past year. Following a reception in the Health Building for students, their families and friends, the awards were given out at the evening session of the Board of Selectmen, which was cablecast live by Brookline Access Television.

Home Heating Task Force

The Director continued to serve as a member of the Home Heating Task Force, which was charged to find ways to assist residents who might be faced with exorbitantly high heating bills. The Director produced and hosted a local access television program on heating issues "Home Heating: What You Need to Know" in cooperation with Brookline Access Television that featured Sgt. Michael Raskin of the Brookline Police Department, Dai Nguyen of the Brookline Health Department, and Joe Hingston of the Brookline Fire Department. The program covered health codes and responding to complaints, the role of the police in responding to complaints as well as how the town may respond in an emergency, and suggestions from the Fire Department on how to avoid heating-related fires.

Fair Housing

On November 19 the Director attended a regional Fair Housing Workshop in Medford featuring a presentation by the Metropolitan Boston Housing Partnership.

On December 7 a preliminary meeting was held with Commission staff and members as well as Brookline and Newton planning departments staff to plan a joint Brookline-Newton Fair Housing program for 2010.

Brookline Public Schools

Brookline School Committee members Glenn Cunha and Barbara Scotto served as liaisons to the Commission providing a conduit for monthly interaction with the Brookline Public Schools.

Diversity

In January the Commission met with Commissioner Martin Ebel of the Massachusetts Commission Against Discrimination for an update as to the workings of that state agency. Commission members Rita McNally, Jacob Effron and Dr. Paula Schneider continued work on the *Faces of Brookline* project, the goal of which is to illustrate the diversity of town residents.

In March the Commission met with the Town's Human Resources Director Sandra DeBow to discuss Affirmative Action and the new ways in which the Town recruits, especially utilizing social networks such as LinkedIn and Craig's List. She talked about how civil service may actually impede the Affirmative Action hiring process. She

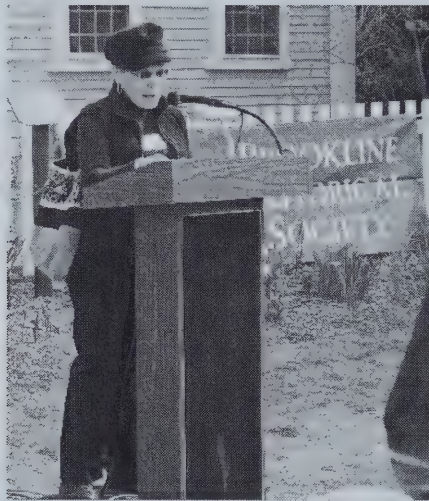
noted that she hoped that the Commission would be in a position to assist her department as it revised the Town's Affirmative Action and Americans with Disabilities Act policies.

The May meeting featured Amy Albert, Conciliation Specialist, U.S. Department of Justice Community Relations Service, who spoke about her agency as well as the importance of municipal human relations commissions.

Oleg Yemelyanov, Partnership Specialist with the U.S. Census Bureau appeared before the Commission at its November meeting to discuss the 2010 Census and concerns about hard to count populations, including some immigrants as well as certain racial and ethnic minorities, and the homeless. Subsequently, the Director met with Mr. Yemelyanov to review community resources, to assist with community outreach, and to arrange for a census questionnaire assistance center in the town.

Hidden Brookline

In cooperation with the Brookline Historical Society the Hidden Brookline Committee was represented by Dr. Emilie Dawes Steele at the April 20 Patriot's Day celebration. Dr. Steele is a descendant of William Dawes, who, with Paul Revere, rode to towns outside of Boston alerting people that the British were coming.



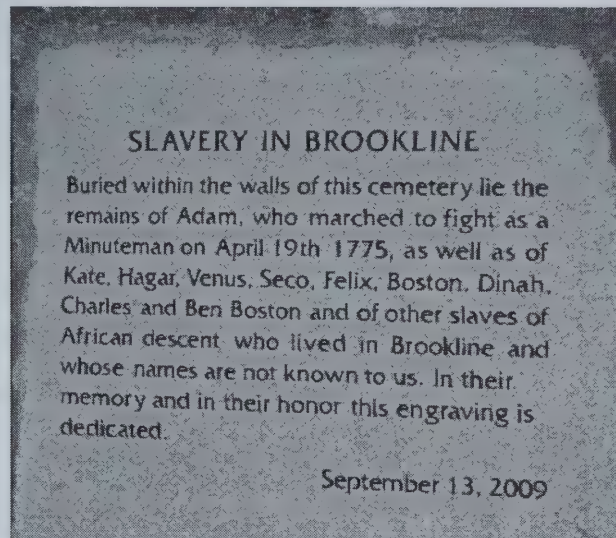
Dr. Emilie Dawes Steele
Patriot's Day at Devotion House

On Memorial Day, May 25, Dr. Barbara Brown spoke about slavery at the Old Burying Ground ceremony convened by the Brookline Veterans' Services Department. During 2009 Dr. Brown conducted walking tours for 4th graders and teachers of important African-American sites in the town.



Hidden Brookline Committee

The Hidden Brookline Committee chaired by resident and former Commission associate member Dr. Barbara Brown, and including Commission Vice Chair Karen Fischer and member Rita McNally, and with several members of the public being active including Brookline High School teacher Malcolm Cawthorne, former Commission member Reverend George Chapman, Dr. Lloyd Gellineau, town meeting member Mark Gray, Marilyn Hershfield, and Dr. Emilie Steele, worked together with the Cemetery Trustees and Parks and Open Spaces Department to plan a recognition of the presence of slaves in the Old Burying Ground.



On September 13 an engraving in the wall at the Old Burying Ground was unveiled before a gathering of over 300 persons. The emotional and historic event featured comments by Dr. Barbara Brown and master of ceremonies Malcolm Cawthorne as well as guest speaker State Representative Byron Rushing. Also speaking were Chair of the Board of Selectmen Nancy Daly, and Chair of the Cemetery Trustees Abbe Cohen. Brookline High School students Gigi Owens and Amodhi Weeresinghe led the gathering in song. Refreshments were donated by Aramark of Fenway Park through the assistance of Vice Chair Karen Fischer. The program was recorded by Brookline Access Television.



Domestic Violence Roundtable

Domestic Violence

The Director plays a significant role in helping to combat domestic violence in the town. He staffs the Brookline Domestic Violence Roundtable and is producer for the Roundtable's Brookline Access Television show *The Safety Net* hosted by Ronny Sydney, now in its 14th season, which may also be seen on-line at www.batv.org.



Panel for December 16, 2009 *The Safety Net*

(L-R) Stephen Bressler, Director, Human Relations-Youth Resources Commission, Det. Sgt. William Riley, Police Department, Host Ronny Sydney, Det. Cheryl Molloy, Police Department, Dr. Lloyd Gellineau, Health Department

On January 22 the Director spoke about the Roundtable at a regional meeting of CHNA 18 in Needham. CHNA 18 is a coalition of public, non-profit, and private sector organizations in Brookline, Dedham, Dover, Needham, Newton, Waltham, Wellesley, Weston, Westwood working together to build healthier communities through community-based prevention planning and health promotion.

On October 14 the Domestic Violence Roundtable presented Robin Lane, former rock star with the group Robin Lane and the Chartbusters and founder of the support group for women who have encountered trauma *A Woman's Voice*, at a packed program at Hunneman Hall at the Main Library.

Commission Meetings

During 2009, the Commission held nine staff-assisted regular monthly meetings. In addition to committee reports and items mentioned above, other topics covered at Commission meetings included:

January – police report on crèche vandalized at St. Mary's Church; update on Faces of Brookline project; a youth diversity training program by the Sugihara Initiative at Congregation Temple Emeth.

February – support of the Act to Restore Enforcement of Civil Rights

March – discussion on cost of off street parking and impact on lower income residents

April – report on MCAD legislative breakfast at the State House; process for police department discipline and selectmen's review

May – Commission involvement with the Brookline Public Schools Equity Project; comments on how the police are dealing with graffiti, loud parties; hate crimes

June – civil rights concerns should the Swine Flu turn virulent; report on housing needs assessment meeting; report on work of Hidden Brookline Committee; comments on viewing of *Traces of the Trade* at a meeting of the Massachusetts Association of HRCs

September – Commission viewed *Traces of the Trade* and discussed having a program around the film in 2010

October – preliminary discussion about 2010 U. S. Census; discussion about Intercambio, a group based in Colorado that works with immigrants and trains volunteers who work with immigrants

November – initial plans for 2009 Youth Awards

Regional Programming

The Director participated in meetings of the Norfolk County District Attorney's Anti-Crime Council and at

meetings of the Massachusetts Association of Human Relations/Human Rights Commissions, where he also served as vice-chair/secretary.

Publications

In 2009 the Commission revised its popular *Child Care Resource Guide* produced in cooperation with the Brookline Early Childhood Advisory Council. The *Guide* was available on-line at http://www.brooklinema.gov/index.php?option=com_docman&Itemid=910

The Commission continued to distribute its brochure *We're Here For You!*

Broadband Monitoring Committee

C. Stephen Bressler, Ombudsman for CATV



Broadband Monitoring Committee

Background

A 15-year license to operate a cable television (CATV) franchise in Brookline was awarded to Times Mirror by the Board of Selectmen (the Issuing Authority) in June of 1982. In 1983 that license was transferred to Cablevision of Brookline (Cablevision Systems Corporation). In early 1984 the Board of Selectmen created the CATV Monitoring Committee to monitor Cablevision's adherence to the license. That same year the Board of Selectmen also appointed Director of Human Relations-Youth Resources Stephen Bressler to serve as Ombudsman for CATV and to staff the CATV Monitoring Committee.

In 1997 Cablevision of Brookline's license was renewed for five years. In 2001 the license held by Cablevision of Brookline was transferred to AT&T Broadband and was scheduled to expire the following year. In 2002 the license was extended for three years. During 2002 Comcast made a takeover bid for AT&T Broadband.

Comcast

In 2003 the Board of Selectmen approved the transfer of the license from AT&T Broadband to Comcast. A memorandum of understanding between the Town and Comcast provided for a Comcast-funded study of their system, primarily to determine the cause of ingress on local broadcast channels, and to investigate audio variability on all channels. Consultant William Pohts of Alexandria, Virginia, spent several weeks in the town over the course of 2003 visiting homes of Comcast subscribers as well as various Comcast facilities, taking measurements and readings of signals and analyzing the results. Mr. Pohts presented a four volume report to the Town at a License Renewal Ascertainment Hearing on April 29, 2004, indicating problems that existed and that needed to be addressed by Comcast.

The Comcast license expired in 2005 and was renewed for a ten year period in May 2006 with an expiration date

of April 30, 2016. During the period 1982 to date the Board of Selectmen as Issuing Authority approved amendments to the Cablevision/AT&T Broadband/Comcast licenses to reflect emerging needs of the town and changes in the cable television business.

In 2003 Comcast took over the studio facility at 179 Amory Street and forced Brookline Access Television to leave so that the Comcast channel CN8 could have full use of the property. Brookline Access Television moved over to the Old Lincoln School, where it remained until it could move into a state-of-the-art facility it constructed on the top floor at the Unified Arts Building at 46 Tappan Street in the fall of 2009.



Brookline Access TV facility at the Unified Arts Building

A federally-mandated three year license renewal process between the Town and Comcast concluded in 2005, with the Town denying renewal. Negotiations then commenced between the Town and Comcast to resolve differences. A Cable Television Renewal License between the Town of Brookline and Comcast was finally granted effective May 1, 2006 and will expire on April 30, 2016.

Comcast provides digital cable television (converter box required), video on demand, high definition television, high speed data service (Internet access), and telephone service. Brookline residents may contact Comcast for sales and customer service at 617-731-1343. Residents who are hearing impaired should use the Massachusetts Telephone Relay Service (711) to contact Comcast. Comcast does not maintain a customer service office in the town.

RCN

In 1998, at the behest of town residents wanting cable television provider competition, and because there were services such as high speed data (Internet access) that were not being offered by Cablevision of Brookline at that time, the Board of Selectmen awarded a ten-year license to operate a cable television franchise to RCN. The federally-mandated three-year license renewal process with RCN began in April 2005. Negotiations concluded with a new ten-year Renewal License being issued on April 28, 2008, expiring in 2018.

During 2008 RCN migrated all of their analog signals to digital. All RCN customers must use a converter box for all tiers of service.

RCN provides video on demand, high definition television, high speed data service (Internet access), and telephone service. Brookline residents may contact RCN for sales and customer service at 1-800-746-4726. Residents who are hearing impaired should use the Massachusetts Telephone Relay Service (711) to contact RCN. RCN does not maintain a customer service office in the town.

Membership

In 2009, Fran Berger continued as Broadband Monitoring Committee Chair with Stephen Bressler serving as Secretary. Other members on the Committee were Dr. Alan Pisano and Michael Selib.

Ombudsman

In calendar 2009, the Ombudsman handled 174 complaints and/or inquiries relative to CATV and Broadband, up from 168 in 2009. The Ombudsman noted that calls this year related to billing problems, rates, questions concerning senior discounts, downed wires after storms, outages, questions regarding the end of CATV analog service and the migration of analog channels to a digital platform, as well as the 2009 end of over-the-air analog TV and the switchover to digital TV, questions as to when Verizon FiOS will be available in Brookline. The Ombudsman assisted numerous residents in their attempts to apply for over-the-air digital converter boxes.

The Ombudsman was in frequent contact with Comcast and RCN managerial and customer service staff. The Ombudsman also received calls from residents wanting information regarding satellite television and WiFi availability and signal quality issues.

Committee Programming

During 2009, the Broadband Monitoring Committee held three staff-assisted meetings during which the following issues were discussed:

- Transition from analog to digital: both over the air and via cable television.
- Availability of federal vouchers for the purchase of digital converter boxes for over-the-air reception.
- Outages
- New ethnic and high definition channels to be added by Comcast as a result of newly available bandwidth.
- Unavailability of Verizon FiOS at least through 2009 and possibly 2010.
- Evolution of new television technologies.
- The new Brookline Access Television state-of-the-art studio as well as anticipated expanded programming and activities including working with the community and with the Brookline Public Schools.

On July 22, 2009 Broadband Monitoring Committee Chair Fran Berger and Ombudsman Stephen Bressler attended a public hearing at the State House on S1531, Verizon's attempt to change the existing process of license negotiations that would impact adversely on a city or town's ability to negotiate a license. Mr. Bressler testified against the bill.

Council on Aging

Ruthann Dobek, Director

The Brookline Council on Aging, whose members include statutory representatives from other town departments and Brookline citizens, plans, coordinates, and provides comprehensive services for Brookline's older residents and their families. Our mission is to keep elders independent and functioning members of the community and to assist them and their families in finding services, support and resources. The Council on Aging operates the Brookline Senior Center at 93 Winchester Street, which is a community-gathering place, dedicated to enriching the aging experience. It provides a rich, diverse environment with a wide range of opportunities, programs and services. The Council on Aging meets the second Wednesday of the month at the Senior Center at 1:00 p.m., and the public is cordially invited to attend.

Council on Aging services include advocacy, information and referral, geriatric case management and counseling, homecare, employment, income tax assistance, transportation, a monthly newsletter, and insurance benefit counseling. Information and Referral remains the backbone of our services. The Council on Aging provides telephone coverage of a designated phone line to answer questions. The questions range from where to find a house cleaner to reports of elder abuse. The Elder Resource guide with sixty different categories continues to receive accolades as one of the best resources available. The on line guide can be accessed on the web page as well as in print and now receives hundreds of downloads or "hit."

Volunteers continue to be the lifeblood of the Council on Aging. Under the skilled leadership of Vivian Freeman, volunteer programs flourish. Volunteers help in every facet of the Senior Center operation. They lead current events, movie programs, bridge, ESL classes, and BINGO among many other programs. Local attorneys

contribute their services to a legal clinic and lecture series even doing pro bono legal work for low-income seniors. The Art Gallery is fortunate to have devoted and talented Jean Stringham and Robert Berkovitz as curators. Food service and reception could not function without the dedicated hours of over 30 volunteers, and volunteers totally run the senior gift cart. Frail elders receive in home assistance from friendly visitors, high school grocery shoppers and library delivery service. Our 275 active volunteers were honored at the annual appreciation lunch in April. In 2009, Naomi Podhorzer won the John and Molly Dolan Volunteer of the Year award. Mrs. Podhorzer is an exceptional volunteer who embodies the warm and welcoming spirit of the Senior Center with her cheerful and helpful attitude.



Photo by Jewel Chin

**Volunteer Lunch with Naomi Podhorzer,
2009 Volunteer of the Year**

Programs at the Senior Center include breakfast, lunch, computer lab, gift cart, exercise classes, card games, movies, lecture series and health screenings. The Brookline Adult and Community Education Program sponsors a variety of courses, ranging from the humanities to computer skills, and area hospitals as well as the Brookline Health Department contribute health education programs. Rogerson Communities operates an Adult Day Health Program and fitness center out of 93 Winchester Street. We continue to collaborate with Brookline Recreation, Brookline Library and the Brookline Police for programs. The Council on Aging remains appreciative of the entire community and individuals who generously donate their time to ensure exhilarating mixture of classes, groups and programs that keeps the Senior Center a dynamic place to visit.

Highlights of the 2009 Programs include:

- ❖ Chinese New Year's Festival and August Moon Festival
- ❖ Parkinson's Support Group
- ❖ Alzheimer Support Groups- Day and Evening
- ❖ Peruvian Culture Festival
- ❖ Senior Craft Fair- 25th Anniversary
- ❖ Networking Works Support Group
- ❖ Brookline Reads Programs with Brookline Library
- ❖ Concerts with Brookline Music School
- ❖ "Understanding Medicare" Lectures
- ❖ Black History Celebration with Gospel Singers
- ❖ Brookline Golden Anniversaries Celebration for Couples
- ❖ Modern Dance Classes
- ❖ Poetry Workshops
- ❖ Open Studios Weekend Program with Artists
- ❖ Age Well Lectures
- ❖ Careers in Aging Summer Program
- ❖ Spanish Immersion Program
- ❖ Brookline Bikes Beacon Street

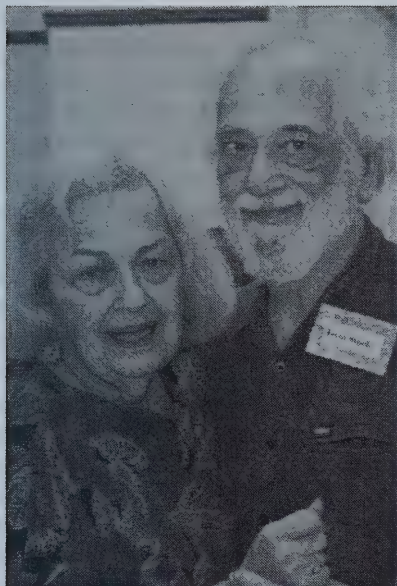


Photo by Mimi Katz

**Longest Married Couple Mr. and Mrs. Stock
50th Wedding Anniversary Party**

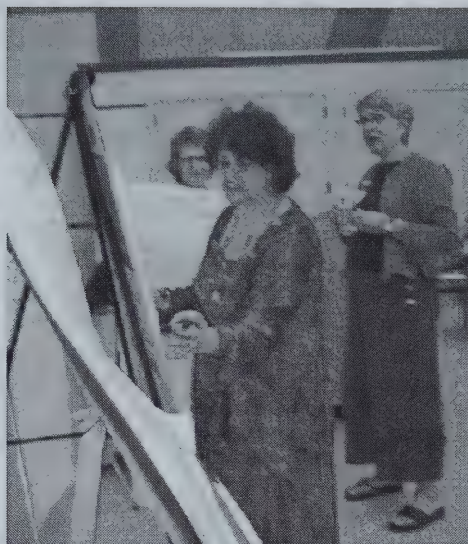


Photo by Judith Gimple

Judith Kate Friedman at Easel

In conjunction with Jewish Family and Children's Services, Met Life Foundation and American Society on Aging selected our application as a winner of the 2009 Mind Alert's program. On July 16 we hosted professionals and elders alike to an all day seminar entitled "Songwriting Works: Enhancing Health and Brain Fitness." with Judith Kate Friedman. Participants contributed to a work in progress Boston peace song.

The Council on Aging continues to supplement its operating budget from the Town by successfully leveraging 14% of its budget in additional funding. In 2009, CDBG grant funding supported the Taxi Discount Program, and part of the homecare social worker's salary as well as an important senior employment program that provides stipends to low income elders who work for the Council on Aging. We are especially pleased with a grant received by Springwell, which distributes Older Americans Act federal grant money. The grants of \$5,000 will go to fund the Russian Tea Room, Asian outreach programs and Spanish Immersion. The Council continues to be proud of the increased diversity efforts that have increased who we serve at the Senior Center. In addition, Brookline Community Foundation funded a grant in 2008 to study the needs of our oldest citizens who are over 85 and still living independently. Alberta Lipson, PhD recruited over twenty volunteers who conducted over 220 interviews in 2009.



Photos by Mimi Katz

**Honoree Agnes Rogers Celebrates 90th Birthday
Dancing to tunes of the Winiker Band at the
Annual Autumn Benefit Fundraising Event**

In 2009 the whole country continued to suffer an enormous economic downturn and the Council responded. A grant from the Brookline Community Foundation ensured that outreach for food stamps could continue despite the fact that we lost the half time outreach position. We also continued our leadership role by participating in a task force: the Brookline Homelessness and Rapid re-Housing Program coordinated by Brookline Community Mental Health Center. Agencies serving elders were increasingly concerned about the high cost of living. Several new programs resulted including providing direct assistance from the federal stimulus package and a new food cooperative program at the Senior Center.



Council on Aging

In addition, Town Meeting approved in 2008 a new tax work off program. Starting in July 2009, twenty eligible seniors were able to volunteer 100 hours and receive \$750 off their property tax bill. The response was as expected quite eager and elders worked at the Senior Center, Fire, Assessor's Town Counsel, Adult Education and Library. We are hoping to expand this successful program with more slots and additional credit.

The accomplishments of this past year are due to the dedication and expertise of the staff, the board, and the volunteers. We are also grateful for the collaborations of so many who ensure that Brookline is a highly desirable place to grow old. Whether it is another Town department that ensures quality programs and service delivery to the seniors or a local organization that contributes programming, Brookline's elder services is the envy of many a community. We look forward to providing comprehensive services and interesting programs over the next year that will enrich our Brookline senior's lives. As always, we invite the public to visit, and more importantly become involved in our wonderful offerings.

Veterans' Services

William McGroarty, Director

The economic downturn has continued to impact Brookline's veterans and their dependents resulting in a fifty percent increase in the number of eligible veterans and families seeking emergency financial assistance in 2009. Massachusetts General Laws mandates the Brookline Department of Veterans' Services, to assist Brookline veterans and/or their dependents with certain emergency living and medical expenses. Directives issued by the State Commissioner of Veterans' Services regulate the scope of these expenses. The Brookline Department of Veterans' Services administers these emergency veteran's benefits to ensure that qualified veterans and their dependents receive both the help they need and the respect they deserve. The Town appropriates 100% of the monies needed to assist the Veterans and/or their dependents. A monthly report is submitted to the MA Department of Veterans' Services. The Director of Veterans' Services initially approves the itemized expenditures and services. Per MGL, Chapter 115, the state is required to then reimburse the Town of Brookline 75% of emergency assistance expenditures. As another sign of increased need, for the first time in the last five years, the Office of Veterans' Services paid for the funerals of two indigent veterans.

The Department serves as a conduit in filing for all Veterans Affairs benefits for which a veteran/dependent may be entitled, as well as other federally-funded or state-funded benefits such as Social Security, SSI, SSDI, Mass. Health and Unemployment Compensation. Veterans' benefit paperwork can often be confusing if not overwhelming; this office has extensive experience in case managing VA claims. Residents are encouraged to stop by or call (617) 730-2112, if they have any questions or concerns pertaining to state and federal veterans' benefits. We are proud and honored this year to have assisted many Brookline veterans in obtaining the VA pensions and VA Healthcare they were both entitled to, and in many cases desperately needed. We also assist veterans and their dependents that are transitioning back into the workforce. In 2009, again due to the downturn in the economy the Brookline Veterans' office has seen a doubling in the number of veterans seeking medical assistance and/or VA Pensions and Compensations. Veterans who never needed assistance before have found their retirement income reduced to the point where without VA assistance they would be forced to make the choice between medicine and normal household expenses. Our office advocates for our veterans to ensure they get the services they are entitled to and never have to make those difficult choices. Brookline veterans who have relied on VA healthcare for a number of years, were told in 2009 that they were over income and no longer eligible for these vital services. Our office has assisted them with financial reports to the VA and advocated for waivers to ensure that no one lost their medical care.

As the War in Iraq and Afghanistan continues the Office of Veterans' Services works with our returning veterans. In many cases our returning heroes have endured terrors and hardships difficult for the rest of us to understand. These men and women returning from the war are in need of many assistance programs, from rehabilitation for injuries, to PTSD (Post Traumatic Stress Disorder) Counseling. Our office, working both with the VA Medical Center and the Massachusetts Department of Veterans' Services, assist returning veterans in obtaining all their federal and state veterans benefits and helping them make the transition back to civilian life, supporting them when they need a place where someone understands.

Through the Military Records Branch, we are able to access veterans' discharge papers of Massachusetts veterans on-line, which saves valuable time in aiding veteran's for benefits. Grave registrations are recorded to ensure that all veterans' graves are decorated with a flag on Memorial Day. (Over 4,000 Veterans graves are decorated annually for Memorial Day.) The Department of Veterans Services is also responsible for ordering VA grave markers on request for the Veterans interred in Holyhood or Walnut Hills Cemeteries.

The joint efforts of the Veterans' Office, American Legion and the Veterans of Foreign Wars coordinated the ceremonies for Memorial Day and Veterans' Day. The Veteran's Office working with the Hidden Brookline Committee and the Daughters of the American Revolution to honor slaves from Brookline who served during the Revolutionary War and are buried in unmarked graves at the Old Burial Ground. Spanning almost three centuries the Office of Veterans' Services along with the Veteran's of Foreign Wars honored returning combat veterans for their service during the 2009 Veteran's Day Ceremony. The Veterans' Office in conjunction with the Flag Day Committee coordinates the Flag Day parade and other activities.



Memorial Day 2009



Veteran's Day 2009

The age of many of our veterans has created a new challenge which includes finding housing, long-term medical care, and burials for veterans in need. We were fortunate to work with Dr. Lloyd Gellineau (Human Service Coordinator), the Brookline Housing Authority, Council on Aging social workers, and other local agencies, who

aided in securing vital services for our Veterans. A special thanks to all who assisted in making this possible.

The Veterans' Office has a staff of two, Bill McGroarty, Director, and AnnMarie Cedrone, Head Clerk. Bill also works as the Emergency Management Planning Coordinator. The Office of Veterans' Services has returned to the completely refurbished Public Health Building (11 Pierce Street) and is enjoying a substantial increase in walk-in traffic. Brookline Veterans are encouraged to stop by, say hello and visit our new office (in Brookline's most environmentally friendly "green" building). Please visit our website, www.brooklinema.gov/Veterans, which includes links to the Veterans Administration (VA) and the State Department of Veterans' Services. (DVS)

Americans with Disabilities Act Transition Team

C. Stephen Bressler, ADA Coordinator

The Americans with Disabilities Act Transition Team was established by the Board of Selectmen in 1993 as a requirement of Title II of the Americans with Disabilities Act (ADA). The charge of the Transition Team is to evaluate Town programs, services, buildings, streets, sidewalks, parks and playgrounds to ensure accessibility for persons with disabilities. Human Relations-Youth Resources Commission Director C. Stephen Bressler served as ADA Coordinator and worked with the Brookline Commission for the Disabled to address issues of mutual concern. Robert Sneirson served as an assistant to the ADA Coordinator. The ADA Coordinator attended meetings of the Commission for the Disabled.

During 2009 work commenced on updating departmental ADA self-evaluations.

The ADA Coordinator responded to concerns of residents on the following matters. In addition to residents, some of these concerns were initiated by town meeting members. Many of the responses by the ADA Coordinator involved the cooperation of various Town departments including Town Counsel's Office, the Health Department, the Police Department, the Public Schools, the Department of Public Works, the Recreation Department, the Information Services Department, the Building Department, as well as the Brookline Mental Health Center:

- Where to donate old eyeglasses
- Concerns about snow plowing of streets, sidewalks, and municipal parking areas
- Access to Massachusetts Telephone Relay for the Hearing Impaired
- Access to restaurants for persons using service animals
- Concern about tree roots buckling a sidewalk near home of person with mobility problems
- Concern about condition of a sidewalk making it difficult for person using a wheelchair
- Accessibility questions at various locations along Beacon Street in connection with the Beacon Street Construction Project
- Concerns that snow was being piled in handicapped parking spaces
- Questions regarding resources for autistic grandchild
- Problem with elevator at Health Building
- Concerns about accessibility of Carleton Street Bridge post renovation
- Complaints about size of font of material sent to town meeting members
- Concerns of disabled home-owner with regard to value of home assessment
- Disabled person having problems with neighbor in apartment building
- Concerns about clearing snow from MBTA bus and trolley stop areas
- Request by disabled resident to be able to be heard via speaker phone at meeting of Planning Board
- Questions regarding polling place accessibility
- Questions regarding accessibility of various residential addresses around town
- Request to allow vehicle to transport disabled person to shelter area at Larz Anderson for event
- Concerns about closing down an MBTA stop on Beacon Street
- Question regarding Garaventa Stair Trac at one of the elementary schools
- Disabled resident needed money management assistance
- Disabled patron at restaurant complained of rudeness of staff
- Consulted on case involving disabled person who was a hoarder
- Worked with Recreation Department to respond to a request by parent of disabled child for an ice sled at the Larz Anderson Skating Rink
- Concern about rough pavement area near Tappan Street Gym by person with mobility disability

- Question of obtaining an assistive listening device at a meeting at town hall for a town meeting member with a hearing impairment

On February 18 the ADA Coordinator met with a group of senior citizens and interns at the Senior Center to talk about the ADA.

On May 18 the ADA Coordinator spoke at two workshops focusing on the rights of disabled persons using service animals. Sponsored by the Brookline Health Department, with a speaker from the Massachusetts Office on Disability, the workshops were designed primarily for owners and operators of food establishments in the town

Lastly, the following ADA tag-line appeared on various town meeting notices: "The Town of Brookline does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services or activities. Individuals who need auxiliary aids for effective communication in programs and services of the Town of Brookline are invited to make their needs known to the ADA Coordinator, Stephen Bressler, Town of Brookline, 11 Pierce Street, Brookline, MA 02445. Telephone 617-730-2330, TTY 617-730-2327 or Massachusetts Telephone Relay 711, FAX 617-730-2388, by e-mail at sbressler@brooklinema.gov."



Brookline Commission for the Disabled

Eileen Berger, Chairperson

The Brookline Commission for the Disabled (BCD) promotes the inclusion and integration of persons with disabilities in the activities, services and employment opportunities of the community. We advise and assist Town officials in ensuring compliance with federal and state disability laws. We provide information, referral, advocacy and technical assistance to individuals, businesses and organizations in matters pertaining to disability.

The Brookline Commission for the Disabled is authorized under Section 8J of Chapter 40 of the Massachusetts General Laws, Section 504 of the rehabilitation act of 1973, Amendment Article 114 of the Massachusetts Constitution and regulations of the Architectural Access Board.

Under the leadership of Chairperson, Eileen Berger, the BCD continues to work on major access issues including access for persons with physical disabilities in the Beacon Street Reconstruction Project. The BCD, Town Engineering department and other major stakeholders will continue to work collaboratively with the Mass. Office on Disability and the State Highway Department to reconcile access issues for people with disabilities.

Over the past year BCD met with the Housing Office on accessible housing issues, the ADA Transition Team director on compliance, the Town Engineering Division on the accessibility of the Carlton Street Footbridge project, the DPW on snow removal, the Police Department on handicap parking issues, as well as the Health Department, Veterans Affairs and local business organizations to provide BCD support for inclusion for people

with disabilities in community services and opportunities. We are exploring a partnership with Cambridge Commission for the Disabled to increase our service and advocacy in Brookline by sharing strategies, information and programming.

Diligence of the board members has effected positive changes in the signage and posting of emergency access routs in Brookline High School, processed architectural access board complaints and variances, located problems with disabled parking spaces, advocated for accessibility to the CSFB, greater accessibility for MBTA bus Route 66, collaborated with the Health department and ADA officer, Brookline Open Space Committee and others to increase the safety and overall access for Brookline citizens with disabilities.

In the coming year we will expand the BCD board to include liaisons from the Brookline engineering and building departments to ensure technical expertise on the board and will build partnerships with Town departments and organizations to insure access of disabled citizens to community spaces and public and private facilities, activities and services.

Brookline Commission for the Arts



Commission for the Arts

The Brookline Commission for the Arts (BCA) serves as the Local Cultural Council for Brookline and receives an allocation each year from the Massachusetts Cultural Council (MCC) to fund local artists, and arts and cultural organizations serving the Brookline community. I

In the spring of 2009 the BCA initiated a new project, called Town Hall Walls, to install works of art in three of the public rooms of the newly renovated Town Hall. In preparation for this undertaking, members of the BCA worked with representatives from Town Hall and other groups within the community to develop official guidelines and procedures for art displays in public spaces.

Brenda Sullivan chairs a BCA sub-committee, comprised of members of the BCA and local residents, to jury applications submitted by members of the Brookline community and employees of the town and facilitate the installation of works of art. The following is a list of Town Hall Walls exhibitions held in 2009.

June to mid-August 2009

Tim Murley, Acrylic Paintings

Mori Insinger, Photography

Sibyl Senters, Photography

Maury Childs, Watercolor paintings, Pastels and Drawings

September to mid-November, 2009

John Bassett, Assembled Glass

Deanne Christo, Photography

Wendy Soneson, Watercolor Paintings

ArtReach – Group show of painting and drawing by senior women living in subsidized housing in Brookline, curated by teacher Vanessa Irzyk

Mid November to January, 2010

Richard A. Siegel, B&W Photography

Mike Tarasyuk, Oil Paintings

Dvorah Smith, Paintings in various media

Juergen Roth, Color Photography

In January 2010, the BCA sub-committee evaluated another round of applications and announced the schedule for 2010.

In recognition of the effort needed to get the Town Hall Walls project started and implemented, the BCA's co-chairs successfully nominated Brenda Sullivan for a MCC Leadership Circle Award. This award annually honors volunteers for their outstanding work in support of the Local Cultural Council Program and for demonstrated leadership in promoting arts and culture in their community. We are very proud to recognize Brenda's accomplishments.

A newly designed web site was launched in early 2009, and improvements to the site continued through the year. In May 2009, the BCA hosted a Gala Reception in honor of the grant recipients from the 2008-2009 award cycle at the Transportation Museum at Larz Anderson Park. It was a great event with over 65 guests in attendance. Each grantee made a short presentation about their project to the Commissioners, fellow artists and invited guests. In the summer of 2009 the MCC awarded Brookline with \$10,320 to distribute to applicants for projects in 2009. A grant-writing workshop held by the BCA in September drew over twice as many participants as the previous year, and led to exchanges of ideas and information among the participants, all representatives of community music groups, that attended.

On November 17, 2009 the BCA met to evaluate the grant applications submitted the previous month and decided to award the following organizations and amounts.

• Afternoon Concerts	\$ 750
• Artbarn	\$1,300
• Coolidge Corner Branch of the Brookline Public Library	\$ 375
• Martha Leader	\$1500
• Nina Hasin	\$1,645
• Studio Without Walls	\$1,350
• Work Song to Soul	\$ 800
• Senior Center	\$ 960
• New Rep	<u>\$ 350</u>

Total \$9,030

There was also a unanimous vote of approval to award Josh Winer's application for funds to restore "The Kennedy Family Mural," at J. F. Kennedy Crossing, a grant of \$1,000. This money will come from the allotment of discretionary funds for special projects established by the BCA.

Brookline Commission for Women

The **Brookline Commission for Women** (BCW) strives to support women in all aspects of their lives and to promote the cultural, racial, and economic diversity of Brookline. We accomplish our mission by making ourselves a visible resource for women in the community; collecting and disseminating information on women's issues; cooperating with other town agencies, other women's commissions and service organizations for addressing women's issues; raising funds in support of our mission; offering programming consistent with our mission; and bringing women in Brookline together.

In January 2009, the BCW held its *4th Annual Dress for Success Clothing Drive*. The program is a not-for-profit organization that offers services to underprivileged women entering the workforce. Each client receives one suit when she has a job interview and a week's worth of separates when she gets the job. Thousands of pieces of clothing, gloves, scarves, shoes, accessories, and winter coats were collected during this two day drive. Recognizing the need to collect the winter coats at the beginning of the cold season, the BCW held a second (and our 5th) winter coat and clothing drive in November and raised thousands of pieces again for the Dress for Success Program and the Women's Lunch Place.



Commission for Women

L-R) Alberta Lipson (Secretary), Casey Hatchett (Chair), Noreen Maddox, (Treasurer), Chris Chanyasulkit (Vice Chair), Sharman Andersen, Merry Arnold and Sandy Lundy

In March 2009, the BCW held its 17th annual essay contest among 6th, 7th and 8th graders. Students are asked to write about a "**Woman Who Inspires Me**." The essay contest winners and the special woman in their lives are invited to a reception to honor these exceptional women who have impacted so many young people. As part of this event, the BCW honors one woman from the community who has made a remarkable impact on the Town and people who live here. The **2009 Brookline Woman of the Year** was Hsiu-Lan Chang, local business owner and community activist. This event is held each March in celebration of National Women's History Month.

In April 2009, the BCW, in partnership with the Brookline Chamber of Commerce and Brookline Economic Development, held a program on mentoring through our **Women Who Launch Program**, a series of programming for current and prospective female entrepreneurs. A fourth program in this series is planned for April 2010 and will focus on utilizing social media sites like Facebook, LinkedIn, Twitter, etc. to network, job search and promote business. The BCW co-sponsored a second **Money Management Seminar**, entitled "Portfolio Recovery Strategies" with the Bank of Canton and the Jennifer A. Lynch Committee. These programs have been aimed at helping attendees with basic money management and recovery from the economic downturn. During the spring and summer months, the Brookline **Women's Walking Group** continued to meet at the Brookline Reservoir. This program brings women together for fun, friendship and fitness. In September, the BCW co-sponsored a seminar on the health benefits of walking with the Brookline Health Department and Brookline on the Move and helped set up walking groups among the attendees. Looking forward into 2010, the BCW is planning to continue its work to support and promote women in Brookline. New initiatives have been added to our agenda which include running a toddler clothing and book drive for the Room to Grow Program and hosting "The modern woman's happily ever after", a forum which will discuss the myths and realities of how modern women define their fairytale.

INFORMATION TECHNOLOGY DEPARTMENT

Kevin Stokes, CIO

Administration

The consolidated Town/School Information Technology department continued to deliver exceptional service in 2009. The department continued to drive the adoption of technology to increase services, improve efficiency and lower costs for the Town residents, businesses and visitors.

Chief Information Officer, Kevin Stokes continued to meet with department heads, users and residents to ensure technology solutions are continuing to drive efficiency and transparency in our daily operations. Data Controller Joyce Jenkins works with individual departments on technology acquisition and support management.



Information Technology Advisory Committee

Continued investment in the infrastructure has allowed for additional network growth and capacity to be recognized. All Town and School building now are connected via high speed connection. In addition, through contract consolidation and renegotiation, the Town internet connection was upgraded by 2x and the School internet connection by 3x. All of which was accomplished with no increase to the operating budget line item.

Brookline was among a group of finalists for the **Massachusetts Technology Leadership Council's** Public Sector Organization of the year. The honor was in recognition of the technology leadership shown in the community and used throughout the organization.

A "greener" Town Hall

With the Town Hall move now behind us, the benefits of smart building technology can be easily seen. The renovations in Town Hall provided the opportunity to use technology to better control building access, climate, security, power consumption, and electronics; all of which can now be managed automatically and controlled to account for off-hours, holidays and unforeseen usage. With the newer technology functioning well, data can be collected which will allow for better budgeting of energy costs and real-time data of power consumption. With our success in Town Hall, existing Town and School buildings are now well suited for upgrades to new technology control systems which should allow for significant saving in energy usage moving

Voice over IP (VOIP)

VoIP represents the next generation in communication services. By moving voice services to the data network, we eliminate a separate, managed voice infrastructure and dramatically reduce the cost of telephone moves, adds and changes. Placing voice calls over the data network will require the Town of Brookline to take steps, including equipment upgrades, to support time sensitive applications such as voice. The advantages of selecting IP telephony include providing for accommodation of long-range developments in networking and telephony services and products, potentially lowering certain personnel and infrastructure costs over time.

Fire Department IT Strategic Plan

Working with multiple departments, an outside consultant and Fire Department Management, the ground work

has begun for an Information Technology Strategic Plan in the Fire Department. The plan, when fully realized, will provide a roadmap for technology acquisitions and operational enhancements which will provide the Fire Department with the tools necessary to better make available, utilize and report on data.

Application Management

The Applications Management Group supports the Town and public schools' major enterprise and departmental applications with a staff of six technical specialists: Ben Vivante, Web developer; Dale Junicke and one open position, Senior Systems Analyst; Gene Sun, Database Administrator; Sheetal Goel, Student Applications Manager, and Jed Fehrenbach, GIS database administrator/developer, managed by Feng Yang, Director of IT applications. The following are some of the major accomplishments in 2009:

New Permitting Application

A brand new permitting application will now be part of Brookline's operation for the next few years. The new system was procured early in 2009 with data conversion, training and cutover happening in the fall. The new system will provide additional functionality to field inspectors and will allow for the public to get up-to-date information over the web on permitting and inspection activity. A major benefit of the new system is the ability to tie multiple departments and disciplines into a consolidated workflow that allows for better control and reporting of zoning, compliance and enforcement.

Website related activities

With the continued rollout of the BrooklineMA.gov website moving forward, traffic to the website for information, event searching and payment transactions continued their steady growth. Better integration between multiple sites increased the user experience and allows for better search and retrieval capabilities. In 2009, additional websites for the Brookline Police and Parks department were revamped into the new architecture. The website spawned additional high profile content areas around the H1N1 outbreak and campaign finance.

Assessors Database

The Assessors database lookup web program has been migrated from MS Access to MySQL, and achieved 100% up time since the change.

Jobs Application

The Division assisted the School Department to migrate the Jobs applications to a third party vendor and search for the new software solution for Jobs and substitute teachers.

E-Commerce Improvements

A major financial and operations hurdle was overcome in 2009 by consolidating payment providers into one system. Currently, any Town e-commerce will now be cleared through a single payment provider. The consolidation ensures that the Town receives the lowest possible rate in contracts due to the volume of transactions it can now offer. Moreover, a single provider allows for easier reconciliation and reversal of transactions.

GIS Enhancements

System Upgrades

The Division upgraded key user applications including the "where am I?" and abutters mapping program, to the newest software version which will allow for increase speed and display times based on the increasing sophisticated data sets that are currently available.

Data Development and Maintenance

The ongoing efforts to update and consolidate existing data sets including parcels, buildings, streets, street names, one way streets and street trees continued in 2009. The metadata of all major GIS data layers was updated and several new layers were created in the GIS database such street routes, pavement markings, and pavement conditions.

Map Atlas 2010

Updated the assessor's atlas program was updated and is now the new Assessor's Atlas 2010.

User Training

A key component of the success of GIS data is a commitment to ongoing training. As functionality increases, users must be able to maintain familiarity with the technology in order to take advantage of new features and functions. To that end, the department trained numerous groups (police, engineering, assessors, building, planning, and conservation) on the use of ArcGIS desktop, abutters program, and pictometry.

Park Inventory

With the help of a GIS consulting firm CDM, the Division finalized the design of the Park Inventory data model, tested data collection methods, and trained park department personnel on data collection and editing.

Application Development

The Division created a basic General Purpose Viewer 3.1 web application to allow the general public to view GIS data with a more friendly user interface.

Enterprise Applications

Bringing Munis Financial System to the Latest General Release

Working closely with the Munis Migration Team, we successfully migrated the Munis Financial System from the out-of-date SCO Unix/Informix platform to the Town's standard Windows/SQL Server environment which increased system performance, flexibility and capacity. Users had minimal downtime and were provided additional training to cover the system enhancements.

Cartegraph Asset Management and Work Order System

We upgraded Cartegraph from 7.0b to 8.0a and then 8.1, the latest general release, and continued to refine the application and implement new functionalities such as the mobile capabilities and connection to GIS.

School Applications

With a year under our belt with the new student management system, IT was able to better integrate additional applications into the enterprise application starting with the Special Education Module. With an integrated student management system now including SPED information, better communication between staff and parents was realized.

Additional activities included upgrading and updating the school library application, Destiny, and the school nurses' application, Health Office. In addition, IT migrated Fitnessgram to a new server and upgraded the application.

Network Infrastructure

The Network Infrastructure and Operations Group, which is led by Zeray Assefa, continues to add capacity, reduce downtime and increase redundancy by investing in tools and technologies which enable better distribution and performance. The Network Group consists of Ren Avellani who manages network integration and Gary Vogler who is responsible for server and storage management.

By making our infrastructure more flexible, our IT organization can deliver new applications and business services faster. Adding capacity to meet new or expanding computing requirements can be completed in a matter of minutes or hours.

Voice over IP deployment

Begun in August, 2009, the Voice over IP migration became the biggest project undertaken by the IT department in years. Over the course of 18 months, all Town, School, Public Safety and Library facilities will be migrated over to the new technology.

Server Consolidation

In Jan of 2008, ITD implemented a new technology called VMware Infrastructure. This enables server consolidation through virtualization. ITD's goal was to reduce hardware costs, increase hardware utilization, increase energy efficiency, and provide cost effective business continuity with server consolidation. This new technology also reduces required datacenter square footage, rack space, power and cooling, cabling, storage and network components by reducing the sheer number of physical machines. Working with HP, ITD was able to assess our current server environment and develop a plan to achieve a solution that would meet our goals as well as build a dynamic virtualized datacenter environment. To integrate and support this new environment in the fourth quarter of 2009, ITD also added additional disks to the Storage Area Network (SAN) Infrastructure and upgraded the backup solution by adding a new HP Tape Library with the capabilities of virtual backup, additional tape drives, and larger tape capacity.

Help Desk

Help Desk/Desktop Support continues to evolve and adapt with the changing environment and new technology. Karen King and her team which includes Allen Wong, Michael Yee, Gannon Hastings, Kayson Lo and Ryan Yung provide support to Town and School users on both Apple and PC platforms. In addition, mobile technology, voice systems and environmental control technology are under the management and support of the help desk.

In 2009, the IT Help Desk had 3,050 work orders opened; most were closed in under three days. This number will likely increase due to users being more comfortable with the help desk work order system. IT uses the data collection to aid in strategic planning, training and proactive measure to ensure the integrity of the user environment is safe, secure and reliable on a consistent basis

The Help Desk team augments help desk responsibilities with a long project list for all Town and School departments. All PC and classroom deployments, upgrades and technology refreshes are project managed from inception to implementation on an annual basis.

FINANCE

Stephen Cirillo, Finance Director

Overview

The Department of Finance was created by MGL Chapter 25 of the Acts of 1993. The purpose of the Act was to consolidate all of the fiscal and financial related activities of the Town into a single department in order to attain efficiencies and economies of scale, to reduce or eliminate duplication and overlapping of services, responsibilities and functions, and to improve the communication and coordination between and among the various offices and agencies of the Town.

Treasury Division

In compliance with the provisions of Chapter 41, Section 35 of the Massachusetts General Laws, the Treasurer is pleased to submit this annual accounting of the total cash receipts and disbursements for the fiscal year ended June 30, 2009. In addition, I have also included a summary of the highlights of the activities and accomplishments of the Department of Finance's Treasury and Collecting Division for the year. Details of cash transactions and debt activity are also contained in the Annual Audit Report, which is found in the Town Comptroller's Office, the Library, the Town Clerk's Office, and the Brookline web-site at www.brooklinema.gov. I believe that this approach provides more relevant information to our readers.

This Department of Finance was created in 1994 with the consolidation of several independent departments. The reorganization has continued and has strengthened. The functional workgroups that were initially created to provide more effective service and internal cross training are working out very well. Internal coverage for periods of peak needs was expanded. The specialized tax administration units continue to demonstrate their value to taxpayers. Indications are that public service has significantly improved. As will be noted below, with the use of electronic commerce techniques and an after hours Town Hall mailbox, we have developed a 24 hour/7 day per week service capability to our taxpayers.

Payroll Sub-Division

The Payroll Sub-Division has been consolidated into one office serving both Town and School employees in preparing payroll, paying the associated payroll taxes and managing a variety of deductions. After a concentrated review of the 457 deferred compensation plan the Town has identified three vendors which would provide multiple investment options and the lowest possible fee structure. The Town has also adopted its own plan document giving direction to employees with comprehensive descriptions of the provisions of the plan. The Sub-Division has also worked with the School Administration to prepare an RFP for the 403(B) deferred compensation plan offered to school employees. The first "Deferred Compensation Fair" was held for both Town and School employees. Various vendors attended providing information on both the 457 and 403(B) plans. The Social Security Administration and the Town Contributory Retirement System also provided information to employees.

The Sub-Division participated in a discussion regarding the feasibility of purchasing new software which would integrate both human resource and payroll functions. The process of centralizing School payroll functions has begun to streamline the timekeeping portion of the payroll process. Automated time and attendance for the Recreation and Finance departments was completed which imports data directly into the payroll software, eliminating duplicate entry. As part of the Town's Identity Theft Protection program, the Sub-Division implemented a process of protection employee social security numbers. The terminated employee OBRA accounts were automated and streamlined.

The Payroll Sub-Division is responsible for the oversight of all payroll activities including accurate and timely payments to over 1,213 Town and 2,128 School employees, along with the related employee and employer deductions, taxes, wage reporting, and collective bargaining compliance issues. This unit oversees and audits payments of over \$119.8 million in payroll along with the related \$22.3 million in a vast array of deductions and \$18.7 million in several payroll taxes.

This sub-division has expanded the services provided by payroll. Training programs for report writing (Crystal Reports) have been provided to individual users enabling them to establish a list of reports that are frequently used and are available whenever the user logs into the payroll software. Continued throughout the year were individual and group training seminars for all departmental staff who are involved with the payroll functions for their departments. The payroll section of Brookline's intranet is continuously being maintained to provide the most updated information to employees and payroll clerks regarding all aspects of payroll including forms, instruction and internet links.

Cash Management Sub-Division

This division is responsible for the collection and maintenance of all revenues from all sources, as well as the management and safeguarding of all funds, the administration of all debt and the proper disbursement of all funds. In summary, the aggregate receipts and disbursements for the fiscal year that began on July 1, 2008 and ended on June 30, 2009 are as follows:

Cash & Invest 7/1/2008	\$ 81,605,745.27
FY 2009 Cash Receipts	257,827,711.36
FY 2009 Disbursements	<u>(262,836,645.73)</u>
 Town Cash & Invest 6/30/2009	 76,598,810.90
 Library Cash & Investments	 3,250,791.00
Retirement Cash & Investments	<u>159,566,486.00</u>
 Total Cash & Investments	 \$ 239,414,087.90

\$836,534 in investment income was earned during the year. This decrease was the direct result of the numerous reductions in interest rates that the Federal Reserve Bank voted during this period because of the poor economic climate. We continued to exercise the aggressive cash management program that was instituted during the latter part of 1994. This enabled us to continue to maximize the rates of returns despite the economic recession and helped mitigate the reduction in earnings that was being experienced throughout the world. Use of an automatic "sweep" account that invests funds each night, along with a weekly interest rate bidding request program, have

insured that we are able to obtain the highest rates available while maintaining safety and liquidity throughout the year. Higher risk type investments, such as derivatives and similar devices, are specifically avoided. The Town has now implemented the "Prudent Investor" standard.

Bank Service Charges

Through an on-going competitive bidding program, we continued to attempt to minimize bank service costs while the level of bank services increased. Our costs were \$100,970 in FY2009, which was directly attributable to our Electronic Commerce, reduction of interest earnings to offset expenses, and credit card acceptance initiatives that were introduced during the second half of fiscal 2001. In the last decade, bank service charges were costing us about \$150,000.

Debt

As of June 30, 2009 the Town has debt obligations of \$98 million in principle and \$27.5 million in interest payments. During 2009, the Town borrowed \$11.39 million for several projects, including the Town Hall, the Landfill, Sewers, Water Tank and the High School.

Accounts Receivable Sub-Division

For Fiscal Year 2009, this sub-division was responsible for the billing, collection, recording, and reconciliation of annual property taxes (\$145 million), Personal Property taxes (\$2.3 million), Motor Vehicle Excise taxes (\$5.2 million), Water & Sewer Utility Fees (\$23 million) and Refuse Collection and Disposal Fees (\$2.6 million).

In 2003, this sub-division was reorganized under the leadership of an Assistant Collector. In FY2004 the sub-division began to reconcile accounts receivable on a monthly basis, providing a more efficient year end closure of the Town's financial books. In 2005 the sub-division assumed responsibility for posting all water and refuse payments.

Another accomplishment of the sub-division was to shorten the age of accounts receivable. The accounts receivable of six prior fiscal years within the Personal Property Tax receivables class have been collected and closed out. Prior year Excise tax receivables have also been collected, abated and closed out.

Property Taxes

The aggressive delinquent collection campaign that was initiated in 1994 continued during the year. Unpaid taxes remained among the lowest they have been in over 25 years. The collection program described in the 1994 Annual Report has been very effective. Uncollected property taxes as of June 30, 2009 were \$1,500,776 representing a 98.9% collection rate.

Municipal Lien Certificates

An important responsibility of this Office is the timely and accurate issuance of municipal lien certificates (MLC's). This document is required before buyers and sellers of property can finalize any agreements for the transference of any real property. Lawyers and Mortgage Lending Institutions depend upon this service. The owners of property about to be conveyed generally require immediate attention. We issued approximately 2,006 MLC's during FY2009, some for Town use. Improvements in automation have reduced the completion time to approximately two days. General Law requires these documents to be completed within ten working days of receipt. We continue to receive many favorable comments for timely and accurate service from the various legal firms in the area.

Motor Vehicle Excise

We continued to participate in the Registry of Motor Vehicle license renewal and registration renewal marking program. The failure to be able to renew these two important permits has proven to be a very effective collection stimulus. Uncollected excise at the end of the year was \$494,406. We continued to collect over 95% of the more than 34,150 bills issued each year on a timely basis.

Summary

Again, your Treasurer/Collector presents these accomplishments with pride. They signify our collective efforts on behalf of our community. One of the most significant messages subliminally contained within this report is that the staff is a team of professional public sector employees. A strategic initiative of cross training has created a

dynamic yet flexible staff that can address any issues that are presented. They take pride in providing a high level of quality service for their constituents. As the manager of the Division, I express my genuine appreciation to this exceptional staff of dedicated people who continue to make this all happen. My very personally satisfying job and our many successes are a direct result of their exemplary performance. I remain forever grateful to each and every one of them.

I also wish to thank the Community for their continued support and response to all of our appeals. Tax collecting is never a “fun” task, but the vast majority of our taxpayers understand what we need to do in order to keep our financial house in good condition and this understanding is what enables us to present these accomplishments. We really are grateful to all of you.

Comptroller's Division

The Comptroller's Office is responsible for the timely and accurate processing of vendor payments, cash receipts and general ledger transactions, and numerous federal and state reporting functions, including the Commonwealth's Schedule A and free Cash certification. In addition, the Comptroller served on the Brookline Contributory Retirement System.

Accounts Payable personnel, in conjunction with input for a variety of Town Departments, continued to service the more than 4,600 active vendors, processing 35,732 invoices during calendar 2009, which resulted in approximately 18,700 vendor checks totaling more than \$179.5 million.

During 2009, the Comptroller's Office, working with Purchasing and the Treasurer-Collector, continued to expand the eft payment process for vendors, resulting in fewer paper checks cut to some of our larger vendors. More than \$16.6 million was transmitted via 691 electronic funds transfers during calendar 2009. 812 1099's were issued in January, 2009 to vendors providing services in excess of \$600.

The Accounts Payable personnel routinely audits all invoices before the payments are processed and then matches up the resulting checks with their supporting documents for archiving in-house. In addition, the accounts payable team has spent considerable time and effort training departmental users throughout the School and Town in the appropriate use of the accounts payable system.

Financial Reporting

The Comptroller's staff worked closely with the auditors to ensure compliance with Generally Accepted Accounting Procedures and the promulgations of the Government Accounting Standards Board in the daily financial activities of the various Town departments and in the preparation of the Town's annual financial statements.

As of the end of December, 2009, Personnel, Schools, DPW, Water & Sewer, Building, Fire and Police Departments are utilizing the General Billing module. 2,136 General Billing invoices were processed for a total of 1,140 customers during calendar 2009, for a total of \$965,217

The Comptroller's staff continues to provide training and support for the departmental users in General Ledger queries and reports and Accounts Payable, General Billing and Cash Receipts input and processing and reporting of departmental financial data via in customized Crystal Reports developed in the Comptroller's Office. By the end of calendar 2009, 172 users in the Town and School offices have been trained in the Town's MUNIS Financial system in basic Crystal Report running. The Comptroller's Office is currently providing more than 4,000 customized reports to various departments in the school and town.

As of the end of fiscal 2009, the Comptroller's Office had recorded and was maintaining asset and deprecation records for nearly 11,000 fixed assets.

In all, nearly 25,000 journal entries were processed to the general ledger during calendar 2009, including 7,126 accounts payable batches, 940 budget related journals, 8,778 cash receipts journals, 246 cash disbursement journals, 260 general billing journals, 1,009 general journals, 12,004 purchase journals, and 110 payroll journals.

In addition, during 2009, the Comptroller's Office, as a part of the Finance team, worked with key personnel from Information Technology, to upgrade the MUNIS Financial system to version 7.4, which entails a paradigm shift to security to Role Based security. The 7.4 migration was completed in December, 2009, and role based security enhancements continue to be developed and implemented. When completed, role based security will facilitate the addition of new users and shifts in rights during installation and year-end periods.

Closing

The Comptroller and her staff worked closely with other key departments to enhance internal controls and financial processing and reporting with the Town. The Comptroller gratefully acknowledges the fine efforts of her staff, in conjunction with the efforts of other Town Departments, which have contributed to this highly successful year.

Assessors Division



Board of Assessors

L-R: Mark Mazur, Gary McCabe and Harold Petersen

The mission of the Board of Assessors is to assess all property in the Town of Brookline in a fair and equitable manner and in accordance with the laws, rules, and regulations of the Commonwealth of Massachusetts, the requirements and guidelines of the Department of Revenue and the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation. Our purpose is to promote the fair and equal treatment of all taxpayers in the Town of Brookline in the administration of the property tax, motor vehicle excise tax and all related exemptions; to assess all property at its full and fair cash value as of January 1 or each year and to employ valuation methods and techniques appropriate for each class of property and to maintain public records necessary to administer the taxes of the Town of Brookline and to objectively review the petitions and concerns of aggrieved taxpayers.

Accomplishments

The Brookline real estate market generally fared very well through the 2008-2009 economic recession; assessed values, particularly, residential values, in most cases, were unchanged. The Assessors also reviewed the entire commercial tax base to determine the impact of the recession on local market rents and vacancies. Adjustments were made to all properties or groups of properties negatively impacted. The total assessed value of the town actually increased 0.9% in fiscal year 2010 over fiscal year 2009 to \$14.841 billion from \$14.709 billion, largely as a result of capital investment in public utility infrastructure, assessable as tangible personal property.

The Assessors office also began the process of creating electronic images of historic files using the town's Laserfiche data storage system. We also worked with Information Technology Department (IT) to acquire new hardware and operating software, which allowed us to upgrade the town's assessment records database and mass-appraisal system. We also worked with the IT Department to acquire an updated version of Pictometry electronic field survey software application and new digital aerial photography.

Calendar year 2009 was the first full year of an agreement with the Norfolk County Registrar of Deeds to receive electronic copies of all deeds and other land transfer documents using business file transfer protocol (FTP) technology, which reduced the town's cost of acquiring hard paper copies by approximately \$1,000.

We expanded the use of the town's Web-site to include downloadable forms, applications and taxpayer publications for all exemption and abatement options.

Working with the Council on Aging, the Board of Assessors implemented the Senior Work-off abatement program as authorized by the 2009 Town Meeting, offering up to \$750 of tax reduction to 20 eligible taxpayers in exchange for 100 hours of work for various town departments, including the Assessor's Office.

The Board of Assessors implemented the small business personal property exemption for over 600 small business owners with personal property assessments less than \$5,000; also authorized by the 2009 Town Meeting, significantly reducing the cost of administering the personal property tax.

2010 Objectives

The Division will continue to expand the use of the town's Web-site to provide more property data to the general public and to expand into the area of on-line filing of selected abatement and exemption applications. The assessors staff will also be expanding the use of the town's computer-assisted mass-appraisal (CAMA) system to develop additional valuation models that will allow taxpayers greater access to and understanding of our valuation decisions.

The Assessors will take on the management responsibilities for maintaining certain aspects of the town's new permitting application (GeoTm) - specifically for creating accounts for all condominium unit conversions and land subdivisions. Direct management of new account creation will allow the assessors to prepare tax levy growth estimates earlier in the year, which will benefit the town's budgeting efforts.

The Assessors will continue to evaluate the impact of the economic recession on local real estate market conditions and adjust valuations as needed to maintain certified assessment levels. The assessors will also continue to be diligent in the discovery of taxable property and allowable levy growth for fiscal year 2011 and beyond using the town's technology resources and sound assessment practices.

The table below contains a comparison of the FY2009 and FY2010 total assessed values by major property class.

CLASS	FY09	FY10	Change
Residential	13,352,327,800	13,453,462,600	0.76%
Commercial	1,210,911,200	1,236,446,900	2.11%
Industrial	13,407,000	13,522,800	0.86%
Personal	132,665,180	138,212,160	4.18%
Total Taxable	14,709,311,180	14,841,644,460	0.90%
Exempt	1,412,150,180	1,529,248,900	8.29%

Purchasing Division

The Purchasing Division is responsible for the purchase of all goods & services for all Town and School Departments. The Division's ongoing role is to ensure that all Departments are getting the best value, through various procurement processes and established contracts. The entire purchasing process complies with applicable laws, such as M.G.L. Chapter 30B, which was enacted by the State and adopted by the Town in 1990.

Purchasing manages all subsequent contracts and agreements that are entered into by all Town and School Departments. Also a part of the Division, General Services provides mail and printing support for Town and School departments.

PERSONNEL

Purchasing is staffed by Chief Procurement Officer David Geanakakis, Procurement Officer Mary Clover, Buyer Richard Saville, and Clerk Leonore Nicolay. General Services is staffed by Supervisor of Mailing and Printing Timothy Sullivan and Mail Clerk Morgan Laing-Buckland. David would like to thank all of the Purchasing and General Services staff for their assistance over the past year, and for continuing to provide a high level of service and expand assistance to Town and School Departments.

In 2009 the Board of Selectmen acknowledged Tim Sullivan, and David Geanakakis, who received the Distinguished Employer Award at Massachusetts Rehabilitation Commission's 12th Annual Employer Awards in May for their working partnership with Chris Kenney who is volunteering in the Mailroom.



PURCHASING ACTIVITY

During the past year, the Purchasing Division issued more than 10,000 purchase orders and conducted more than 100 public procurements, for the various Town Departments and the School Department. Procurements are done using the appropriate open and competitive processes, such as quotes, invitation for bids and requests for proposals. Purchasing staff, with the assistance of the requesting department, develop specifications, investigate and seek out potential vendors, evaluate and award contracts, and conduct on-going monitoring of vendor performance.

Purchasing manages the goods and services contracts that are used by all Town and School departments. Town contracts are established and State contracts are used when applicable. Examples are: office supplies, school lunches, copiers, information technology, telecom, furniture, consultants and insurance. Significant items from the past year were:

- Town Department Bids and RFPs: Municipal Permitting Software, Sale of Kerr Place, Lease of COA Bus, DPW dump truck, Lease purchase financing for DPW equipment, Brass & Copper, Roadway Signs, Sand, Bituminous Concrete, Sidewalk Plow, Conditions Assessment Report Brookline Reservoir Gatehouse, Fisher Hill Reservoir Redevelopment Project, Cost Recovery Fee Analysis for Recreation,

RFID for Library, Landscape Consultant for Parks, Lease of Old Lincoln School, Tennis Pro for Recreation, Annual Service Contracts for Building, and a Fiscal Impact Analysis for Planning.

- With the assistance of the Information Technology Department, the Division managed the second year of the improved PC leasing process that standardized on one vendor, had one annual payment, a faster order process and deployment, and competitive interest rates.
- The Division purchased additional hybrid vehicles, for the Town Departments.
- As in previous years, issued the bids, awarded contracts and administered the Cooperative Purchasing arrangement for the purchase of Gasoline, Diesel, and Heating Oil Fuels for Brookline, the Cities of Newton, Cambridge and Waltham, and the Towns of Arlington, Belmont, Lexington, Watertown, Winchester and Weston. Bids were issued early, in January 2009, and resulting prices were lower than market for the current fiscal year.

SUPPORT TO THE SCHOOL DEPARTMENT

Procurement Officer Mary Clover and Clerk Leonore Nicolay are the Division's primary liaisons to the School Department. They dedicate most of their time to support School Department purchases and projects, but all staff support School purchases. Significant items from the past year were:

- School Department bids and renewals: full-service hamburger service, computer and printer supplies, medical supplies for the school nurses (in conjunction with the State contract), groceries, and beverage and snack vending.
- Continued participating in several purchasing cooperatives (Waltham, Methuen) for increased savings in food services.
- Bid paper towels, toilet tissue & hand soap for the School, and included Town Department requirements.
- Consolidated contract cleaning throughout the schools into one bid for a cost savings.
- Received commission from soda and snack machines amounting to \$6643 in FY09, which is an increase from the previous year. Entered into new contracts for these items, which have generated \$1414 for the first half of FY10
- Renewed several school bids: science supplies, pizza, coffee/tea, bagels, frozen desserts, printing of Adult Education catalog.
- Continue to use state contract vendors who offer competitive prices.

GENERAL SERVICES ACTIVITY

General Services provides centralized printing and mailing services for all Town and School departments. All services are done in the most economical manner possible, either on site or with outside vendors. Quality offset printing and mail pick-up & delivery services are done by the print shop and mail room.

- With the Information Technology Department, purchased Voice Over Internet Protocol technology to replace current switch based telephone technology for Town and School wide application
- Continued to review current cell phones provider and changed plans and phones, to lower costs and improve service.
- Continued to consolidate telephone service providers under one company, with lower rates and improved problem resolution.
- Continued to promote in-house print capabilities to lessen the costs of outside printing. The Annual Report, Financial Plan, Contract Specifications, Town Meeting Combined Reports, Town Meeting Member Newsletters, and other materials continue to be printed internally.

Retirement

Frank Zecha, Director

The Brookline Contributory Retirement System (System) administers the defined benefit plan for most Town of Brookline employees, with the exception of teachers and school administrators whose program is administered by the Teachers Retirement Board. The defined benefit plan, governed by Massachusetts General Laws Chapter 32, provides retirement, disability, survivor, and death benefits to members and their beneficiaries.

The System has a five member Board who is responsible for ensuring that the system is operating in compliance with M.G.L. Chapter 32. Director of Finance Stephen Cirillo serves on the Board pursuant to an appointment by the Board of Selectman. Brookline Comptroller Judith Haupin serves as the ex-officio member, as required by M.G. L. Chapter 32. Brookline Firefighters Deputy Chief Rob Ward and James (Chet) Riley serve as the elected members to the Board. Gary Altman, an attorney who works full-time as a labor arbitrator and mediator, was chosen by the four Board members to serve as the fifth member. James (Chet) Riley serves as the chairperson of the Board.

The System is funded through member's deductions, investments and an annual appropriation from the Town and Housing Authority. The Board adopted an actuarial funding schedule to ensure the financial stability of the retirement system. According to the most recent actuarial report, as of January 1, 2008 the system was 67.3 % funded.



Retirement Board

As of December 31, 2009, there were 3,459 members, 1,468 active members, 854 retired members or their beneficiaries and 1,137 inactive members. During 2009 the Board voted to grant 44 superannuation retirement allowances and one accidental disability retirement. The Board also approved 72 refunds and 40 transfers of member accounts.

We welcome Anne Speicher to the staff and wish Peggy Cossette (former Deputy Director of Finance) a happy and healthy retirement. The current staff is comprised of Frank Zecha, Executive Director; Anne Speicher, Deputy Director of Finance; and Kimberly McCormick, Administrative Assistant. The Staff is responsible for all financial transactions, reporting of investment activity, comprehensive pre- and post- retirement counseling to employees and their families regarding their rights and benefits, issuing monthly pension payments to retirees and /or their survivors, and other required governmental reporting.

The system utilizes an investment consultant firm, New England Pension Consultants (NEPC), to provide investment advice. NEPC replaced Meketa Investment Group who had been the Boards consultant for the last 7.5 years. The Board establishes investment policies, allocates system assets to various investments, and retains managers in each asset class to invest the resources allocated to the type of investment with assistance from NEPC.

The Retirement System is valued at \$190.0 million as of December 31, 2009. For calendar year 2009 the System had a positive 27.5% rate of return. The 20 year rate of return is greater than 8% annually.

TOWN OF BROOKLINE TELEPHONE DIRECTORY
MAIN NUMBER 617-730-2000

EMERGENCY TELEPHONE NUMBERS

POLICE	911
FIRE	911
HIGHWAY	730-2160
PARKS	730-2167
WATER/SEWER	730-2175
HOME HEATING	730-2300 (weekdays)
	730-2222 (evenings & weekends)

<u>DEPARTMENT</u>	<u>TELEPHONE</u>	<u>FAX</u>	<u>TTY</u>
ASSESSORS	730-2060	739-7572	(Phone Devices for the Deaf)
BUILDING	730-2100	739-7542	
COMPTROLLER	730-2022	730-2298	
COUNCIL ON AGING	730-2777	730-2761	730-2777
ECONOMIC DEVELOPMENT	730-2468	730-2442	
FIRE (office)	730-2272	730-2728	
FIRE (non-emergency)	730-2260		
HEALTH	730-2300	730-2296	730-2327
HUMAN RELATIONS/YOUTH RESOURCES	730-2330	730-2296	
INFORMATION TECHNOLOGIES	730-2003	739-7571	
LIBRARY			
MAIN LIBRARY	730-2345	730-2160	730-2364
COOLIDGE CORNER BRANCH	730-2380		
PUTTERHAM BRANCH	730-2385		
ADMINISTRATIVE OFFICE	730-2360	232-7146	
PERSONNEL	730-2120	739-7519	
PLANNING	730-2130	730-2442	
POLICE (non-emergency)	730-2222	730-8454	734-2952
PRESERVATION COMMISSION	730-2089	739-7542	
PUBLIC WORKS			
ADMINISTRATIVE OFFICE	730-2156	730-2258	
CEMETERY	730-2179	730-2258	
CONSERVATION	730-2088	730-2258	
ENGINEERING	730-2139	730-2258	
HIGHWAY	730-2156	730-2258	
PARK/FORESTRY (non-emergency)	730-2149	730-2167	
WATER/SEWER (non-emergency)	730-2170	730-2258	
RECYCLING HOT LINE	730-2500		
PURCHASING	730-2195	264-6446	
RECREATION			
MAIN OFFICE	730-2069	739-7531	739-7698
GOLF COURSE	730-2078		
GYM	713-5422		
HIRE ONE	730-2779		
RAFT PROGRAM	739-7598		
SKATING RINK	739-7518		
SWIMMING POOL	730-2778		
RETIREMENT	730-2028	730-2298	
SCHOOLS	730-2400	730-2108	
ADULT AND COMMUNITY EDUCATION	730-2700		739-7656
SELECTMEN	730-2200	730-2054	730-2213
TOWN ADMINISTRATOR	730-2211	730-2054	
TOWN CLERK	730-2010	730-2298	730-2572
TOWN COUNSEL	730-2190	264-6463	
TRANSPORTATION	730-2177	730-2258	
TREASURER	730-2020	730-2298	
VETERAN'S SERVICES	730-2112	730-2296	

TOWN OF BROOKLINE, MASSACHUSETTS

Settled: 1638
 Incorporated: 1705
 Population: 57,107
 Land Area: 6.82 Square Miles

Government: Representative Town Meeting (240 Elected Town Meeting Members and eight at large) with five-member Board of Selectmen and Town Administrator.

Located four miles from downtown Boston, in Norfolk County. Brookline is one of the largest towns in New England. It is primarily a mature suburban, residential community. The primary occupations of Brookline residents are management and professional, heavily concentrated in the fields of medicine and education.

FY 2010 Assessed Valuation: \$14,841,644,460

FY 2010 Tax Rates:

Residential \$10.97

Commercial \$17.80

Residential Exemption \$162,904

Political Parties and Designations

Total Registered Voters	34,375
Democrat *	17,721
Green-Rainbow	45
Republican *	2,417
Working Families	9
Unenrolled	14,610
American Independent	12
Constitution Party	1
Green Party USA	7
Interdependent Third Party	11
Libertarian*	48
Socialist	1

*Recognized Political Party

Brookline Legislators

United States Senators

Scott P. Brown

John F. Kerry

United States Representative Congress

Barney Frank

State Senator

Cynthia S. Creem

State Representatives

Michael Moran

Michael Rush

Jeffrey Sanchez

Frank Israel Smizik

The Town of Brookline is an Affirmative Action/Equal Opportunity employer. The Town of Brookline does not discriminate on the basis of disability in admission, access to, or operations of its programs, services, or activities.

The Town of Brookline does not discriminate on the basis of disability in its hiring or employment practices.

TOWN OF BROOKLINE, MASSACHUSETTS

***REPORT ON EXAMINATION OF
BASIC FINANCIAL STATEMENTS***

FISCAL YEAR ENDED JUNE 30, 2009

TOWN OF BROOKLINE, MASSACHUSETTS
REPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTS

JUNE 30, 2009

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TOWN of BROOKLINE

Massachusetts

BOARD OF SELECTMEN

NANCY A. DALY, Chairman
BETST DeWITT
JESSE MERMELL
RICHARD W. BENKA
KENNETH M. GOLDSTEIN

RICHARD J. KELLIHER
Town Administrator

333 WASHINGTON STREET
BROOKLINE, MASSACHUSETTS 02445
TEL. (617) 730-2020
FAX: (617) 730-2054
www.brooklinema.gov

Letter of Transmittal

December 4, 2009

To the Honorable Members of the Board of Selectmen and Citizens of the Town of Brookline:

State and Federal regulations require the Town of Brookline to publish at the end of each fiscal year a complete set of financial statements in conformity with accounting principles generally accepted in the United States of America (GAAP) that are audited in accordance with generally accepted auditing standards (GAAS) by a firm of licensed certified public accountants. Pursuant to that requirement, we hereby issue the Annual Report on the Examination of the Basic Financial Statements of the Town of Brookline, Massachusetts, for the fiscal year ending June 30, 2009 for your review.

This report consists of management's representations concerning the finances of the Town of Brookline. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management of the Town of Brookline has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the Town of Brookline's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the Town of Brookline's comprehensive framework of internal controls has been designed to provide reasonable assurance in accordance with best practices that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The Town of Brookline's financial statements have been audited by Powers & Sullivan, a firm of licensed certified public accountants. The goal of the independent audit is to provide reasonable assurance that the financial statements of the Town of Brookline for the fiscal year ended June 30, 2009, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unqualified opinion that the Town of Brookline's financial statements for the fiscal year ended June 30, 2009 are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

The independent audit of the financial statements of the Town of Brookline was part of a broader, federally mandated "Single Audit" designed to meet the particular needs of federal grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the audited government's internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of federal awards. These reports are available in the Town of Brookline's separately issued Reports on Federal Award Programs, also known as the Single Audit Report.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to compliment the MD&A and should be read in conjunction with it. The Town of Brookline's MD&A can be found immediately following the report of the independent auditors.

Profile of the Government

The Town of Brookline was founded in 1630 and incorporated in 1705. It is located in Norfolk County and borders on Boston to the east, north and south, and Newton to the west. It is approximately 6.8 square miles in area and, according to the 2000 federal census, has a population of 57,107 persons.

Municipal Services

The Town provides general governmental services within its boundaries including:

- public education in grades pre-kindergarten through 12 to more than 6,000 students
- police and fire protection, including building inspection and animal control services
- highway and roadway maintenance, including snow and ice control and traffic control
- street and sidewalk maintenance
- water and sewer services
- refuse collection services
- parks and recreational services, including a golf course and a swimming pool
- library services
- senior citizen services and programs, including the senior center facility
- public health services including food outlet inspections, immunizations, and mental health
- veterans services

Governing Bodies and Officers

The Town operates under a Board of Selectmen/Town Meeting form of government. Local legislative decisions are made by a representative Town Meeting consisting of 248 members and implemented by a five-member Board of Selectmen. A Town Moderator is elected every three years to preside over the proceedings of Town Meeting. Day-to-day administrative authority is vested in the Town Administrator who is appointed by the Board of Selectmen. The Town Administrator is the chief operating officer and is responsible for the supervision and the administration of all municipal departments except for the School Department.

A nine person elected school committee is responsible for the administration of all local school affairs. There is also a nine member elected Board of Library Trustees. A three person Board of Assessors, who are appointed by the Board of Selectmen, are responsible for the assessment of local property taxes. A five member Retirement Board services employees and retirees in all Town Departments, except professional employees of the School Department who are covered by the Massachusetts Teachers Retirement System, for retirement matters, and consists of an ex-officio member, 2 members elected by active and retired members of the Retirement System, 1 member appointed by the Selectmen and a fifth member chosen by the other 4 Board members.

Audit Committee

The Audit Committee consists of six members with appointment not restricted to the ranks of appointing bodies. The Board of Selectmen, the Advisory Committee and the School Committee each appoint one member and the Town Moderator appoints three members. Current voting members include Nancy Daly (selectmen appointee and chair), Leonard Weiss (Advisory Committee), Alan Morse (School Committee), James Littleton, Gregory Grobstein and Christopher Cox (Moderator's Appointees). In addition to the six voting members, the Director of Finance (Stephen Cirillo), the Comptroller (Judith Haupin), the Superintendent of Schools or his/her designee (Peter Rowe), and the Town Administrator or his/her designee (Sean Cronin) serve as nonvoting members of the Committee. The Audit Committee serves as advisor to the Board of Selectmen with respect to the Town's financial condition, financial management systems and controls and annual audit. In addition, the Committee shall report to Town Meeting as the Committee sees fit on matters within the scope of Town Meeting's concerns. Specific duties shall include, but are not limited to the following:

"make recommendations to the Board of Selectmen on the selection of and scope of services for an independent auditor; review the annual financial statements and reports prepared by the independent auditor and make recommendations with respect thereto; make recommendations for areas of operations where expanded scope audits or reviews of the internal controls may be appropriate; review and make recommendations with respect to the town's financial management practices and controls; report to the annual Town Meeting on the recommendations the Committee has made during the preceding twelve months".

Financial and Management Systems

The Town annually prepares and updates a five-year financial forecast, a six-year capital improvement program (CIP), and an annual operating budget. These documents are presented in The Annual Financial Plan which is produced by the Town Administrator's office in conjunction with the Finance Department, and reviewed by the Board of Selectmen and Advisory (Finance) Committee. The first year of the CIP is submitted to Town Meeting for adoption. The Board of Selectmen annually establishes financial policies that guide the preparation of The Annual Financial Plan.

The five-year forecast, submitted in the fall of each year, is a comprehensive review of economic trends on a local, regional and national basis. It analyzes major municipal fund expenditure projections based upon service program assumptions and develops revenue estimates based on economic conditions and prior trends. Based upon these projections and analyses, the forecast establishes a focal point each fall for the Board of Selectmen to establish a series of revenue and expenditure policies that guide the formation of the capital and operating budgets.

The six-year capital improvement program (CIP), preliminarily submitted in the fall of each year as well, comprehensively identifies municipal infrastructure and improvement needs by detailing each project, including project description, cost, potential source(s) of funding, priority need, impact upon the operating budget, and ongoing capital maintenance costs. After public hearings by various boards and commissions, the Board of Selectmen adopts an annual funding strategy, which is predicated upon the Town's formal policy of dedicating 5.5% of the prior year's net revenue, plus free cash, to the CIP. The annual update allows decision makers and voters the opportunity to regularly analyze and decide upon priority project funding.

The annual operating budget submitted, in February of each year as part of The Annual Financial Plan, follows a program management format that details source and use recommendations for all funds; details departmental missions, goals, objectives and annual work plans; and details performance measurement and financial management criteria for each budget cycle. The financial plan has again been recognized by the GFOA for excellence in budget presentation. The budget maintains consistency with the Selectmen's financial management standards and policies. The budget funding sources include the general fund, comprised of revenues from the property tax, auto and hotel tax, user fee receipts, grants in aid, investment income and miscellaneous program income; the enterprise funds for the water and sewer operations and the golf course; and the Recreation Revolving Fund. These latter funds are intended to be self-supporting through user-based charges.

Principal Executive Officers

<u>Office</u>	<u>Name</u>	<u>Term</u>	<u>Term Exp.</u>
Town Administrator	Richard J. Kelliher	Appointed - 3 years	2012
Superintendent of Schools	William Lupini	Appointed - 3 years	2012
Deputy Town Administrator	Sean Cronin	Appointed - 1 year	2010
Assistant Town Administrator	Melissa Goff	Appointed - 1 year	2010
Finance Director and Treasurer	Stephen Cirillo	Appointed - 1 year	2010
Town Comptroller	Judith Ann Haupin	Appointed - 1 year	2010

Town Clerk	Patrick J. Ward	Elected - 3 years	2012
Town Counsel	Jennifer Dopazo	Appointed - 3 years	2011

Factors Affecting Financial Condition

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the Town of Brookline operates.

Tax Base/Local Economy

Brookline is bordered by the City of Boston. It has both urban and suburban features and is characterized by comparatively high property values. Approximately 75% of the general fund revenues are financed by the annual taxes on property. The remaining revenues come from locally derived receipts (approximately 10%), State aid (approximately 8%), transfers from other non-general funds (approximately 4%) and other available funds (approximately 3%).

Residential property comprises 90.8% of the full and fair value of the property in Brookline and they are responsible for 84% of the taxes. The Town has been adopting the tax classification authorization that permits it to set two separate tax rates. The current tax rates are:

Residential	\$ 10.69 per thousand
Commercial	\$ 17.32 per thousand

A combination of significant new development and a strong real estate market has contributed to a steadily growing tax base. The tax base (current market valuation of \$14.7 billion) has increased nearly 115% since FY2000 reflecting strong development and real estate appreciation. The Town's tax base is now among the six largest in Massachusetts. Building permit activity continues at a strong pace, having averaged more than \$ 2.5 million annually over the last five years. Per capita market value of approximately \$250,000 is also among the highest in the state, as is the per capita personal income level, which is approximately \$45,435 according to the 2000 census.

The Annual Financial Plan

A number of cost centers have placed significant pressures on the operating budget, including health insurance, pensions and utilities. These cost pressures have made maintaining the level and quality of services the Town delivers difficult. Double digit growth in health insurance premiums have been the norm over the past few years, consuming approximately one third of all new property tax revenue since FY 2003. This line item has increased from \$12 million in FY 2003 to \$24 million in FY 2010. The Town has taken steps to help blunt some of the recent increases, the most recently being the implementation of plan design changes in FY 2008 that resulted in an annualized decrease of more than \$1 million in the health insurance budget.

Increases in the Town's contribution to the Retirement System have averaged approximately \$500,000 over the past five years, including the large \$1.1 million increase in FY 2008. However, due to the world-wide economic down-turn, government retirement systems experienced significant losses in calendar year 2008. These losses will require the Town to increase dramatically the annual appropriation in FY2012. The estimated range of this increase is between \$1.5 million and \$4.8 million. To offset the anticipated budget impact in FY 2012, the Town plans to ramp up to the higher appropriation over a three year period, beginning in FY 2010.

Utility expenses have skyrocketed since FY2003: the price of electricity has increased 134%; natural gas has increased by 143%; the price of heating oil is 175%; and the price of vehicle fuel is 82% higher. As a result, the Town's total utility budget has doubled since FY 2003 to more than \$5.6 million.

On the revenue side, while property taxes comprise approximately three quarters of the Town's general fund revenue, there are two other revenue streams that impact the budget significantly: state aid and local receipts. The Town continues to grapple with an inequitable state revenue-sharing system. In FY2003 and FY2004, local aid was cut by close to \$3 million. In FY10, it was cut \$3.1 million. Since FY03, state aid has realized a cut of nearly 17%, even before accounting for inflation. The current fiscal climate at the state level points to decreases in state aid in fiscal 2011, so there is likely to be a significant negative impact on the Town's ability to provide services.

Local receipts, which consist of sources such as motor vehicle excise, refuse fees, building permits, interest income, parking tickets and hotel/motel excise taxes, makes up approximately 10% of the Town's annual revenue. Over the past half decade, the Town has increased certain local receipts in order to replace revenue lost from state aid cuts, thereby increasing reliance on local revenues to cover the increasing cost of providing services. Examples include increases in the Refuse Fee, fines for parking violations, and parking meter fees. The Town continues to review all current and potential sources of revenue. Along with several other communities in Massachusetts in August, 2009, at a special town meeting, Brookline adopted 2 local options designed to raise local revenues. The first was the adoption of a .75% meals excise tax. The second was an amendment to the Local Room Occupancy tax, increasing the local option excise tax from 4% to 6%. Both these local options will become effective on October 1, 2009, and the Town will begin receiving distributions from the Commonwealth on these new funds in December, 2009.

Long-term Financial Planning

The Town continues to manage its financial affairs in a prudent manner. Throughout all of the changes in the economy, increases in expenses and decreased state aid, the Town has maintained its Aaa bond rating. It has done so by incorporating long-range planning tools such as a five-year forecast and a six-year Capital Improvement Program; establishing rainy day accounts and budgeting stabilization reserves; prioritizing spending plans and identifying discretionary spending; incorporating pay-as-you-go financing strategies; developing long-term planning for all liabilities including pension and insurance reserves; investing in technology to make our operations more efficient; and growing the tax base in a manner that balances neighborhood concerns with the need for additional revenues.

Brookline has also enhanced its revenue flexibility by establishing enterprise funds for certain operations. This has allowed the Town to shift 100% percent of the operating cost and capital improvements to the users of certain services so that no tax support goes towards providing these services. This includes the water, sewer and municipal golf course operations. By doing so, the Town is able to provide the maximum tax dollars available to all other services.

Through the CIP process, the Town of Brookline has identified approximately \$147.8 million in capital improvements needed over the next 6 years. Large components of this total include the following:

- ✦ anticipated school projects (\$97.2 million). It is important to note that the two major renovations projects planned for (Runkle School and Devotion School) assume the new School Building Authority (SBA) covers at least 40% of the costs. At the end of September, the Town was notified that the SBA approved funding equivalent to 40% of eligible expenses for the Runkle School, meaning \$11.8 million of the \$29.1 million project will be paid for by the state. The Town is seeking funding at the 2009 Fall Town Meeting in November for its share of the project. The Town should be cautioned, however, that with the combination of a slowdown in the economy (which will reduce SBA revenue) and a need for school construction in economically challenged communities, it is not certain that the Town will be as fortunate with the Devotion School. If that were to occur, then either the project needs to be reduced or a debt exclusion will be required.
- ✦ upgrade and maintenance of our waste water system (\$5.0 million), which will be borne by the water and sewer rates rather than the tax levy.
- ✦ rehabilitation of the Town's streets and sidewalks (\$15.9 million). The 2008 Override (see below) included additional funding for streets and sidewalks, proof of the Town's and taxpayers' commitment to maintaining its infrastructure. State funding via the Chapter 90 program is expected to fund \$4.2 million of this work.

- ✦ the purchase of the former state-owned Fisher Hill reservoir for transformation into an active / passive open space (\$4.6 million, of which just \$1.35 million is supported by the tax base).
- ✦ The Gateway East project in the Brookline Village / Route 9 area (\$3 million). The Town plans on utilizing the Section 108 Loan Program afforded by the Federal government under the CDBG program to finance \$2.25 million. The remaining piece is to be funded by outside sources related to the 2 Brookline Place redevelopment.
- ✦ The closure of the rear landfill (\$4.4 million)
- ✦ Upgrades and rehabilitation of various parks/playgrounds/open spaces (\$10.9 million)

Cash management policies and practices

The Town of Brookline issues property tax bills four times a year and derives approximately 74% of its annual revenue from this source. These quarterly billings result in a reasonably steady cash flow throughout the year. Every effort is made to put any reserve funds to work. This has become more challenging of late due to continuing changes in the rate of return for most traditional investment vehicles. Nevertheless, the Town's investment policy remains conservative with particular attention to the constraints of safety and liquidity while attempting to secure the highest yield available with those constraints.

On a daily basis, the Treasurer automatically transfers excess funds out of all depository accounts into a sweep account (repurchase agreement) with the same depository bank. Frequently (depending on level of receipts) this money is transferred into our account at the Massachusetts Municipal Depository Trust (MMDT) that has offered a higher rate of return over the past year. This is the State Treasurer's pool of invested funds managed currently by Fidelity Investments. The Trust's investment policy requires that these funds be invested in short term fixed income securities (both government and corporate) with maturities not to exceed 90 days. Our funds in this account are entirely liquid.

Finally, a significant portion of the Town's non-expendable trust funds are currently managed by professional and nationally recognized investment management firms. Each of these funds has a distinct purpose and, therefore, the mix of holdings in cash, fixed income securities, and equities will vary by fund. The amount of annual income desired and the timing of disbursements generally govern the mix.

The cash and investment commitments at June 30, 2009 for the funds maintained by the Town's Treasurer are as follows:

General Fund - Unencumbered	\$	17,783,050
General Fund - Encumbered		5,442,871
Reserved for :		
General Fund -Revenue Funded Capital Project Funds		13,053,648
Special Revenue Funds		10,334,318
Bond Funded Capital Projects Funds		1,515,990
Enterprise Funds		2,349,619
Trust and Agency Funds		26,125,976
	\$	<u>76,605,472</u>

Of the \$76.6 million in total cash and investments, more than \$53 million is committed to Bond Funded Capital Projects, Enterprise operations, Trust and Agency Funds and Grant funded projects, leaving approximately \$4.7 million unencumbered and not reserved for Revenue Funded Capital Projects within the General Fund.

Risk Management

The Town of Brookline manages its risk through a combination of self-insured programs and premium based coverage with commercial insurance carriers. Workers' compensation, unemployment and municipal building activities are self-insured while exposures to various risks of loss related to torts, theft of, damage to and destruction of assets, errors and omissions, and natural disasters are covered through policies purchased from commercial carriers. Various control techniques, including employee accident prevention training, have been performed to minimize accident-related losses.

Workers' compensation claims are administered by a Third party administrator and are funded on a pay-as-you-go basis from annual appropriations. Third-party coverage is maintained for individual workers' compensation claims in excess of \$800,000. In addition, the Town administers an insurance reserve fund to help offset the annual cost of its risk management program. Additional information on the Town of Brookline's risk management activity can be found in the notes to the financial statements.

INITIATIVES

Due to the above referenced and other cost pressures and strains of revenues, annual budget deficits have become the norm. In order to balance the budgets, the Town has sought ways to consolidate or find other ways to continue to deliver a high level of service at lower costs. Over the past couple budget cycles, the Town has taken steps toward reducing both immediate and long-term costs, including the following:

- eliminating net 30 FTE's from the budget (exclusive of school positions)
- further utilization of contracted services
- implementation of plan design changes in the Town's health insurance program (see above)
- re-organization of various departments/divisions
- civilianization of certain functions in the police and fire departments

Efficiency Initiative Committee (EIC)

While these and other steps have been critical in balancing budgets and maintaining services, the Selectmen determined that the Town should undertake an exhaustive review of how the Town operates in order to yield additional cost savings possibilities. The Selectmen therefore appointed an Efficiency Initiative Committee (EIC), which has been charged with developing a long-term plan for pursuing cost savings, including the following:

- Expanded use of technology
- Integration of functions across departments
- Merger of Town / School operations
- Departmental consolidation
- Privatization
- Position reduction

The EIC reported its findings to the Selectmen in January, 2009, and a number of the Committee's recommendations were included in the FY 2010 budget ultimately approved by Town Meeting. The recommendations of the EIC are certain to influence both short-term and long-term budgetary decisions, as they help address the issues of sustainability, which was originally raised by the Override Study Committee (OSC).

Other Post Employment Benefits (OPEB) Task Force

The Other Post Employment Benefits (OPEB) Task Force completed its work in June 2009. The Committee made several recommendations to the Board of Selectmen, which, if implemented, would reduce the long-term OPEB liability. In addition, the Committee made several recommendations regarding the development of a long-term funding strategy to pay down the un-funded liability over a thirty year period. The Town has already adopted one of the funding recommendations, including an annual and escalating appropriation into the Financial Plan, which would generate \$116.5 million over a thirty year period. The Town Administrator is considering another recommendation of the Task Force, to have an employee OPEB assessment included in the annual budget of all enterprise, revolving grant and special funds of the Town and School Departments. If adopted, this would generate an additional \$26.5 million toward the un-funded OPEB liability. In the area of cost containment, the Town continues to engage employee union groups in discussions regarding joining the Massachusetts Insurance Commission (GIC).

Acknowledgements.

The preparation of this report would not have been possible without the efficient and dedicated services of the entire staff of the Town Administrator's Office and the Finance Department. We would like to express our appreciation to all the members of the department who assisted and contributed to the preparation of this report. Credit should also be given to the Board of Selectmen for their unfailing support for maintaining the highest standards of professionalism in the management of the Town of Brookline's finances.

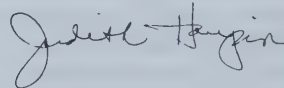
Respectfully submitted,



Richard J. Kelliher
Town Administrator



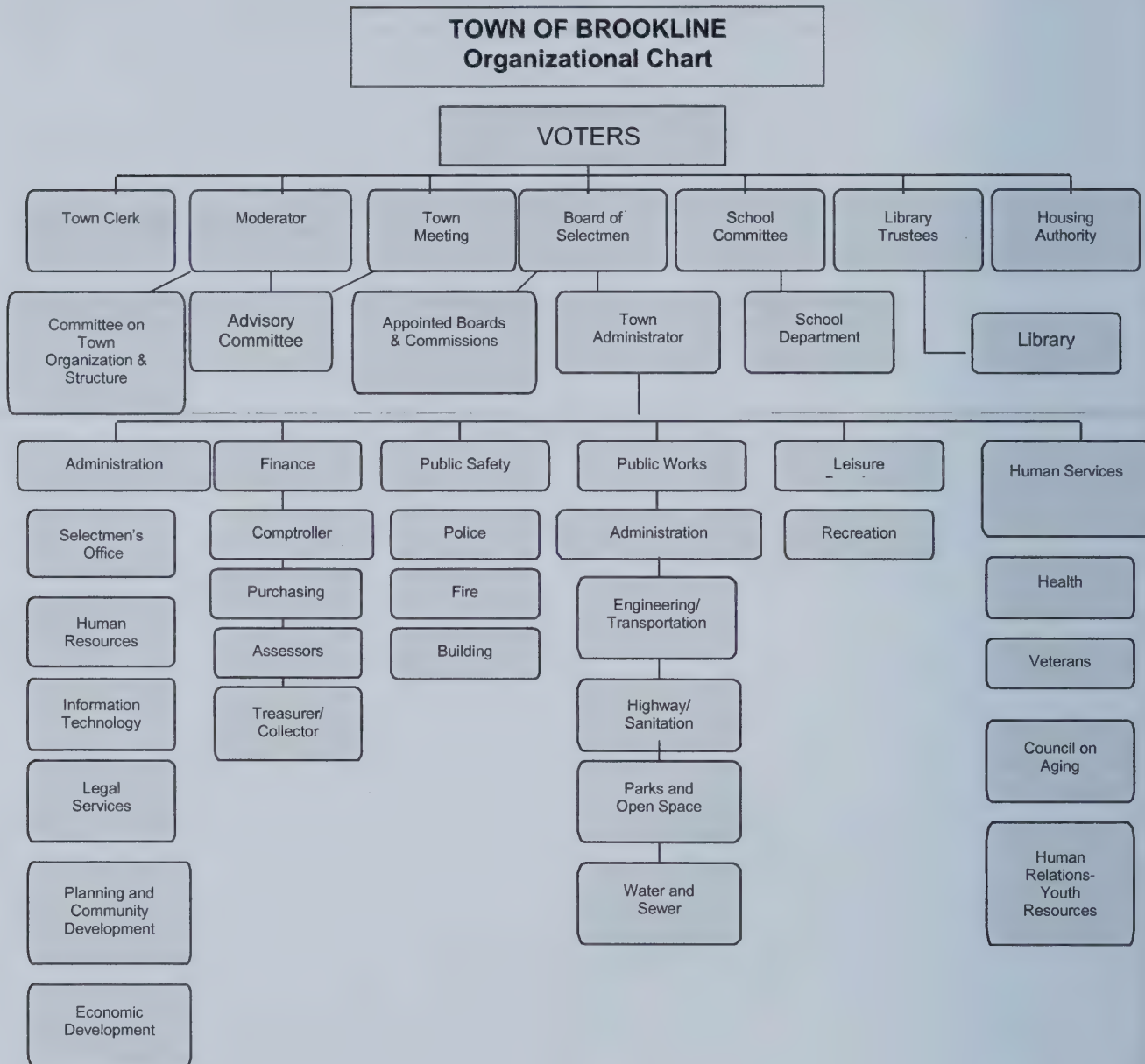
Stephen Cirillo
Finance Director



Judith A. Haupin
Town Comptroller

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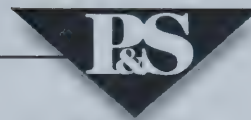
Organizational Charts



BOARDS/COMMISSIONS APPOINTED BY THE BOARD OF SELECTMEN

Planning/ Development	Administration and Finance	Public Works	Cultural/ Leisure Services	Human Services
Board of Appeals	Board of Assessors	Conservation Commission	Broadband Monitoring Committee	Advisory Council on Public Health
Board of Examiners	Human Resources Board	Solid Waste Advisory Committee	Brookline Access Television	Commission for the Disabled
Building Commission	Registrars of Voters	Transportation Board	Celebrations Committee	Commission for Women
Economic Development Advisory Board	Retirement Board	Tree Planting Committee	Brookline Commission for the Arts	Council on Aging
Housing Advisory Board	Information Technology Advisory Committee	Trustees of Walnut Hills Cemetery	Park and Recreation Commission	Holocaust Memorial Committee
Planning Board				Human Relations Youth Resources
Preservation Commission				

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Independent Auditors' Report

To the Honorable Board of Selectmen
Town of Brookline, Massachusetts

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Brookline, Massachusetts, as of and for the fiscal year ended June 30, 2009, which collectively comprise the Town's basic financial statements as listed in the table of contents. These basic financial statements are the responsibility of the Town of Brookline, Massachusetts' management. Our responsibility is to express opinions on these basic financial statements based on our audit.

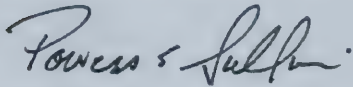
We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Brookline, Massachusetts, as of June 30, 2009, and the respective changes in financial position and cash flows, where applicable, thereof for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated December 4, 2009 on our consideration of the Town of Brookline, Massachusetts' internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Management's discussion and analysis, located on the following pages, and the schedule of revenues, expenditures and changes in fund balance - general fund - budget and actual, the schedule of funding progress, and the actuarial methods and assumptions located after the notes to the basic financial statements, are not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

The letter of transmittal and organizational charts have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on them.

A handwritten signature in cursive script, reading "Powers & Sullivan".

Wakefield, Massachusetts
December 4, 2009

Management's Discussion and Analysis

Management's Discussion and Analysis

As management of the Town of Brookline, Massachusetts, we offer readers of the Town of Brookline financial statements this narrative overview and analysis of the financial activities of the Town of Brookline for the fiscal year ended June 30, 2009. The Town complies with financial reporting requirements issued by the Governmental Accounting Standards Board (GASB). Management's discussion and analysis are part of these requirements.

The Governmental Accounting Standards Board (GASB) is the authoritative standards setting body that provides guidance on how to prepare financial statements in conformity with generally accepted accounting principles (GAAP). Users of these financial statements (such as investors and rating agencies) rely on the GASB to establish consistent reporting standards for all governments in the United States. This consistent application is the only way users (including citizens, the media, legislator and others) can assess the financial condition of one government compared to others.

Government must adhere to GASB pronouncements in order to issue their financial statements in conformity with GAAP. The users of financial statements also rely on the independent auditor's opinion. The Town of Brookline has received an unqualified opinion on its financial statements since the fiscal year ended June 30, 1995.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Town of Brookline's basic financial statements. These basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of finances, in a manner similar to private-sector business.

The *statement of net assets* presents information on all assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating.

The *statement of activities* presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, human services, community and economic development, leisure services, and interest. The business-type activities include water, sewer and golf activities.

The government-wide financial statements include not only the Town of Brookline itself (known as the *primary government*), but also a legally separate public employee retirement system for which the Town of Brookline is financially accountable. Financial information for this *component unit* is reported separately within the fiduciary fund statements.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on *near-term inflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town of Brookline adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Proprietary funds. The Town maintains two types of proprietary funds.

Enterprise funds are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses enterprise funds to account for its water, sewer and golf activities.

Internal service funds are an accounting device used to accumulate and allocate costs internally among various functions. The Town uses internal service funds to account for workers' compensation benefits and municipal building insurance. Because these services predominately benefit governmental rather than business-type functions, they have been included within *governmental activities* in the government-wide financial statements.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for propriety funds.

Notes to the basic financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* concerning the progress in funding its obligation to provide post employment benefits to its employees.

Government-wide Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. As shown below, governmental assets exceeded liabilities by \$167.7 million at the close of FY2009.

For the governmental activities, net assets of \$133.9 million reflect the Town's investment in capital assets (e.g., land, buildings, machinery, and equipment), less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. \$33.5 million represents resources that are subject to external restrictions on expenditures. The remaining balance of *unrestricted net assets* of \$254,000 may be used to meet the government's ongoing obligations to citizens and creditors.

At this point it is important to note that in accordance with the requirements of Massachusetts finance laws and regulations, all of the unrestricted net assets are required to be reserved for designated purposes except for approximately \$4.4 million, which is the amount classified as "available funds" (also known as "free cash") by the Massachusetts Department of Revenue's Division of Local Services. The remaining unrestricted net assets are either already committed for expenditure or required to be retained for other purposes.

Governmental Activities Net Assets

At the end of the current fiscal year, the Town is able to report positive balances in all three categories of net assets. The Town's assets exceeded liabilities by \$167.7 million at the close of fiscal year 2009.

	FY 2009	FY 2008	FY 2007
	Governmental	Governmental	Governmental
	Activities	Activities	Activities
Assets:			
Current:			
Cash and cash equivalents.....	\$ 65,868,113	\$ 71,447,187	\$ 66,892,976
Investments.....	9,250,406	9,131,561	9,746,654
Receivables, net of allowance for uncollectibles.....	14,475,980	14,023,415	13,208,653
Other current assets.....	2,816,212	2,838,603	2,766,121
Noncurrent assets (excluding capital).....	22,490,000	24,674,000	30,550,600
Capital assets.....	191,449,243	189,751,816	178,551,637
Total assets.....	306,349,954	311,866,582	301,716,641
Liabilities:			
Current (excluding debt):			
Warrants payable.....	2,830,241	3,438,730	1,401,911
Tax refunds payable.....	1,153,000	2,076,000	1,412,000
Compensated absences.....	5,554,883	5,509,082	5,526,658
Other current liabilities.....	5,338,050	6,897,052	6,892,561
Noncurrent (excluding debt):			
Landfill closure.....	12,030,000	14,880,000	12,590,000
Compensated absences.....	3,603,745	3,591,846	3,570,923
Postretirement benefits.....	25,306,331	14,742,618	-
Other noncurrent liabilities.....	183,000	493,000	420,000
Current debt.....	8,311,177	15,132,309	7,290,036
Noncurrent debt.....	74,307,046	72,478,222	72,502,532
Total liabilities.....	138,617,473	139,238,859	111,606,621
Net Assets:			
Capital assets net of related debt.....	133,933,484	132,680,074	131,241,683
Restricted.....	33,545,176	30,200,923	29,126,869
Unrestricted.....	253,821	9,746,725	29,741,468
Total net assets.....	\$ 167,732,481	\$ 172,627,722	\$ 190,110,020

Net assets from the Town's governmental activities decreased by \$4.9 million during fiscal year 2009. Key elements of the change are as follows:

	FY 2009 Governmental Activities	FY 2008 Governmental Activities	FY 2007 Governmental Activities
Program revenues:			
Charges for services.....	\$ 22,629,331	\$ 23,620,058	\$ 21,282,214
Operating grants and contributions.....	35,714,779	33,691,864	33,491,278
General Revenues:			
Real estate and personal property taxes.....	147,735,896	133,903,429	129,604,095
Motor vehicle and other excise taxes.....	5,112,074	5,121,393	4,445,694
Nonrestricted grants and contributions.....	7,874,410	8,728,569	8,703,018
Unrestricted investment income.....	555,446	2,143,201	4,863,048
Gain/(loss) on sale of capital assets.....	(210,848)	(48,038)	(42,300)
Other revenues.....	2,719,047	4,038,330	3,538,332
Total revenues.....	222,130,135	211,198,807	205,885,379
Expenses:			
General Government.....	20,138,908	18,827,430	17,819,771
Public Safety.....	47,394,571	49,613,416	41,912,690
Education.....	122,207,617	117,654,924	103,383,387
Public Works.....	21,759,827	26,317,639	28,063,980
Community and Economic Development.....	1,611,922	1,843,403	2,424,921
Human Services.....	3,723,388	3,910,929	4,448,177
Leisure Services.....	8,165,314	8,713,904	7,509,536
Interest.....	4,017,530	3,667,459	4,103,759
Total expenses.....	229,019,077	230,549,109	209,666,221
Transfers In(Out).....	1,993,691	1,868,012	2,257,935
Change in net assets.....	\$ (4,895,251)	\$ (17,482,290)	\$ (1,522,907)

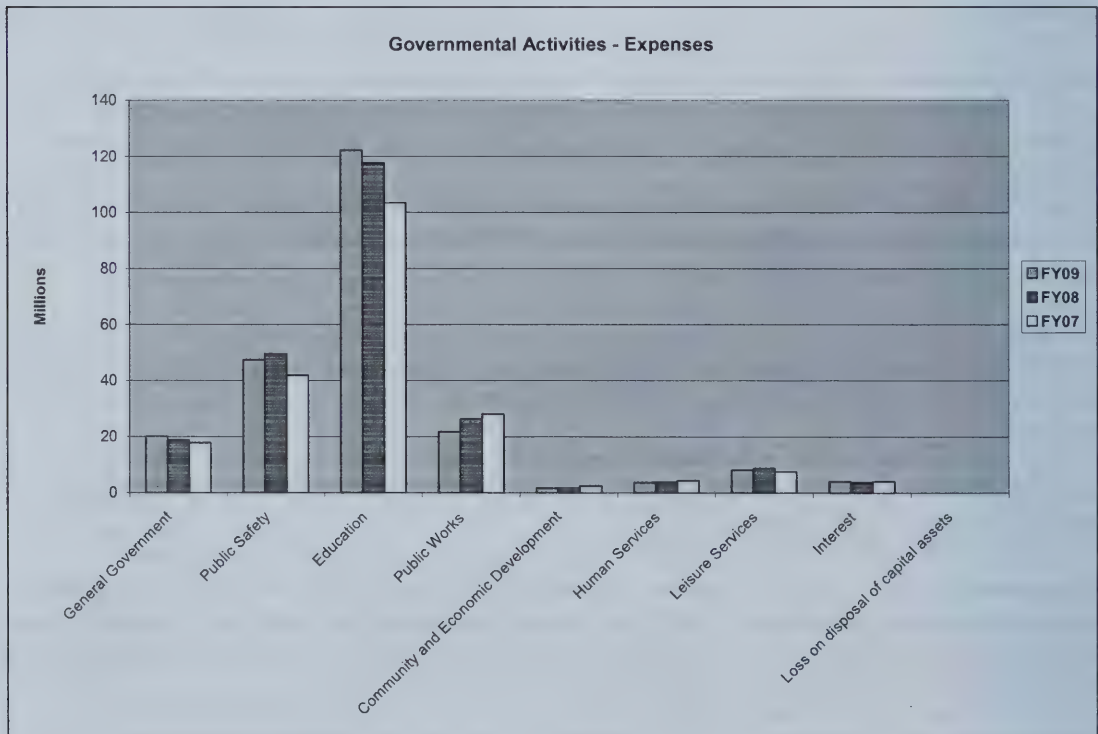
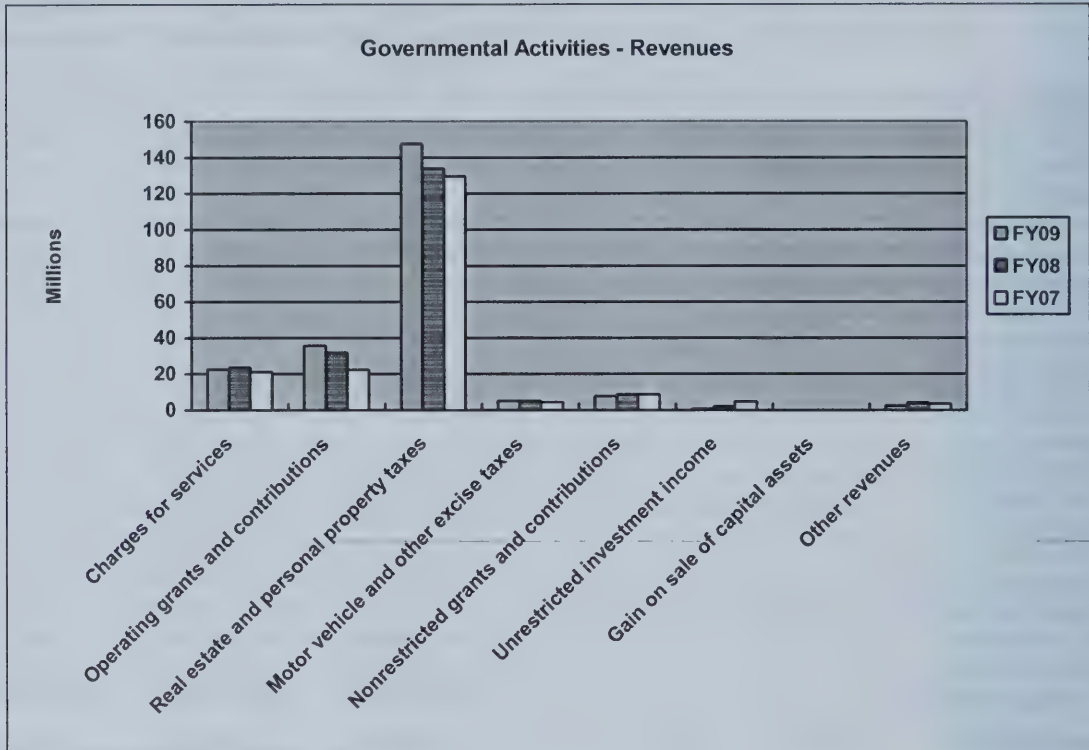
The reduction in net assets is due to several factors. The first is the increase in the liability relating to GASB Statement #45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions. This requires the recognition of other postemployment benefits (OPEB) cost over a period that approximates employees' years of service and providing information about actuarial accrued liabilities associated with OPEB and whether and to what extent progress is being made in funding the plan. In fiscal 2009 the Town, based on its actuarial valuation, reported an accrual of \$25.3 million for its portion of the liability that was not paid. This represents an increase of \$10.6 million over the prior fiscal year.

The second factor is that the landfill closure estimate was reduced by \$2.9 million to bring the total to \$12.0 million. This amount is based on estimates of what it would cost to perform all future closure and post closure care in fiscal year 2009. Actual costs may be higher due to inflation, changes in technology, or changes in regulations.

Total governmental debt, short-term and long-term, decreased by \$4.9 million and principal payments were less than depreciation expense by \$2.8 million.

The governmental expenses totaled \$229 million of which \$58.3 million (25.5%) was directly supported by program revenues consisting of charges for services, operating grants and contributions. General revenues totaled \$163.8 million, primarily coming from property taxes, motor vehicle and other excise, and non-restricted state aid.

The following tables show the functional sources and uses of Fiscal 2009 revenues and expenses.



Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of *governmental funds* is to provide information on near term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing financing requirements. In particular, *unreserved fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$63.5 million, of which \$34.4 million is for the general fund, \$4,827 is for the Town Hall Renovations major fund, and \$29.1 million is for the nonmajor funds.

The General Fund is the chief operating fund. At the end of the current fiscal year, unreserved fund balance was \$19.7 million, while total fund balance was \$34.4 million. Reservation of fund balance for Encumbrances and Continuing Appropriations totaled \$14.7 million and there was \$7.0 million designated as amounts voted to be used in fiscal 2010. Unreserved, undesignated fund balance represents 6% of total general fund expenditures, while total fund balance represents 17% of total general fund expenditures.

Fund balance of the General Fund increased by \$2.1 million during fiscal year 2009. This is primarily due to management's ability to monitor budgetary results during the year and its goal of maintaining the Town's strong financial position.

The Town Hall Renovations fund is used to account for the ongoing Town Hall renovation project. At the end of the current fiscal year the fund has a fund balance of \$4,827. This project is winding down and Town Hall offices are in use.

The State Fiscal Stabilization Grant Fund is used to account for federal funds that were received through the American Recovery and Reinvestment Act. During the last two months of the fiscal year, the Town's state aid was reduced by \$786,000. However, the state aid payment was replaced with a like amount of federal funds. The Town's general fund budget was not adjusted for the late reduction in state funding; rather, eligible expenditures were transferred from the general fund to the state fiscal stabilization grant fund where an equal amount of federal revenues were also recorded.

General Fund Budgetary Highlights

There was approximately a \$268,000 change between the original and final budget. This change represented the net of an increase in education and a reduction in debt service. The Town has elected to carryforward encumbrances and appropriations of \$14.7 million

During the last two months of the fiscal year, additional cuts in state aid were approved by the state, which reduced the June 30th state aid payment to the Town by \$786,000 and replaced it with a like amount of federal stimulus funds. The Town's general fund budget was not adjusted for the late adjustment in state funding; rather, eligible expenditures were transferred from the general fund to a state fiscal stabilization grant fund where the federal revenues were also recorded. This resulted in a revenue deficit and a corresponding under-expenditure in the applicable line items.

Business-type Activities. Business-type activities decreased by (\$747,000). Key elements of this decrease are as follows:

	<u>FY 2009</u> <u>Business-type</u> <u>Activities</u>	<u>FY 2008</u> <u>Business-type</u> <u>Activities</u>	<u>FY 2007</u> <u>Business-type</u> <u>Activities</u>
Assets:			
Current:			
Cash and short-term investments.....	\$ 1,190,194	\$ 716,921	\$ 313,126
Receivables, net of allowance for uncollectibles.....	5,447,808	6,652,243	6,218,073
Other current assets.....	2,096	2,312	(371,982)
Capital assets.....	38,330,229	38,734,555	39,203,435
Total assets.....	44,970,327	46,106,032	45,362,653
Liabilities:			
Current liabilities (excluding debt).....	1,497,299	1,025,928	447,824
Noncurrent liabilities (excluding debt).....	106,702	108,711	112,596
Current debt.....	2,081,323	2,091,278	2,144,551
Noncurrent debt.....	13,275,452	14,106,775	15,391,054
Total liabilities.....	16,960,776	17,332,691	18,096,025
Net Assets:			
Capital assets net of related debt.....	22,973,454	22,536,502	21,667,830
Unrestricted.....	4,703,068	5,886,839	5,598,798
Total net assets.....	27,676,522	28,423,341	27,266,628
Program revenues:			
Charges for services.....	22,930,319	24,192,457	23,527,304
Operating grants and contributions.....	-	49,798	57,486
General Revenues:			
Unrestricted investment income.....	9,902	-	-
Gain/loss on sale of capital assets.....	(22,577)	(7,096)	-
Total revenues.....	22,917,644	24,235,159	23,584,790
Expenses:			
Golf.....	997,585	786,078	1,006,281
Water and sewer.....	20,673,186	20,424,356	20,029,779
Total expenses.....	21,670,771	21,210,434	21,036,060
Transfers In/(Out).....	(1,993,691)	(1,868,012)	(2,257,935)
Change in net assets.....	\$ (746,818)	\$ 1,156,713	\$ 290,795

The water and sewer enterprise net assets decreased by (\$772,000) during the current fiscal year. This was primarily attributable to the increase in the liability relating to GASB Statement #45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions. In fiscal 2009, the water and sewer enterprise fund reported an accrual of \$946,000 which represents an increase of \$395,000 over the prior fiscal year.

The golf enterprise net assets increased by \$25,000 during the current fiscal year. This matched the primary objective of the fund where rates are designed to cover the cost of operations.

Capital Planning and Budgeting

Capital planning and budgeting is a critical undertaking for any government and is central to the delivery of essential services and the quality of life for residents. In fact, without a sound plan for long-term investment in infrastructure and equipment, the ability of local government to accomplish its goals is greatly hampered. In 1994, as part of the override discussion that year, the Board of Selectmen implemented a Financial Improvement Program. A key area addressed in the Program was capital planning and, since then, the Town has made a significant commitment to its Capital Improvement Program (CIP) to address the backlog of capital needs created by the under-investment in infrastructure during the late-1970's and the 1980's. Since FY95, the Town has invested \$277 million in the CIP. Although there is more to do in the areas of street and sidewalk repairs, parks/open space improvements, and school and town facilities upgrades, the commitment to capital improvements is showing positive results.

Each year's CIP takes into account a projected 5 year view. The FY09 – FY14 CIP continued the Town's aggressive approach toward maintaining and improving the Town's physical assets. Developed within the parameters of the Board of Selectmen's CIP Policies, including the policy that states an amount equivalent to 5.5% of the prior year's net revenue be dedicated to the CIP, the CIP incorporated a number of major projects along with a financing plan that includes outside funding sources and grant opportunities. The CIP called for an investment of \$141.9 million over the next six years, for an average of \$23.6 million per year.

It was a challenge to prepare a CIP that both complies with the Town's CIP financing policies and funds major facility rehabilitation projects in an environment that is best described as uncertain in terms of state assistance for school building projects. Further complicating this challenge was the need to fund new requests, most notably the need to fund expenses associated with the removal and restoration of certain soils around the Newton St. Landfill and to ensure on-going compliance with Department of Environmental Protection (DEP) guidelines with respect to restoring the effected properties. In addition, important requests were made that form the basis of a systematic, long-term plan for various needed preventative facility improvements.

Funding for the CIP comes from both debt and revenue based sources. At the May, 2009 Town Meeting, it was voted to transfer the Revenue funded capital projects from the General Fund to a separate Revenue-Funded Capital class in fiscal 2010. This was done at the request of the auditor and will bring our recording and reporting into conformity with the majority of communities in Massachusetts, and will result in a transfer of nearly \$13.5 million from the General Fund Balance account to the Revenue Funded Capital Fund Group.

The following schedule reflects the CIP expenditure activity for fiscal 2009, together with outstanding encumbrances and available budget balances, for both Debt and Revenue Funded Capital Projects.

Fiscal 2009 Schedule of Capital Improvement Plan Expenditures, Encumbrances and Available Budget

	Revenue Financed Projects			Debt Financed Projects		
	Expended in Fiscal 2009	Encumbrances	Available Budget	Expended in Fiscal 2009	Encumbrances	Available Budget
General Government Capital Projects						
General Government Projects	25,622	5,329	3,388	-	-	-
Planning Projects	43,911	181,668	1,411	-	-	-
Technology Projects	365,258	26,103	58,927	-	-	-
Building & Public Safety Projects						
General Town Building Projects	1,832,452	197,868	921,827	3,780,487	4,827	-
Public Safety Building & Equipment Projects	445,706	120,203	155,604	-	-	-
Library Building Projects	30,802	487,398	360,499	-	-	-
Recreation Building Projects	169,345	19,581	2,973	1,500	4,613	-
Health Building Projects	16,330	-	827	-	-	-
DPW Building Projects	13,520	300	40,696	-	-	-
School Building Projects	611,757	310,565	715,971	2,585,552	357,757	261,976
School Projects	149,877	-	123			
DPW Projects						
Landfill Related Projects	184,991	338,039	2,494,003	1,360,503	176,525	105,547
General DPW Projects	119,395	-	30,000	-	-	-
Highway -Traffic Related Projects	1,925,908	1,204,046	1,644,324	126,672	77,647	-
Park Related Projects	1,109,389	523,773	2,527,165	-	-	2,095,000
Recreation-Library Projects						
Library Projects	64,423	330,577	185,000	-	-	-
DPW Enterprise Related Projects	16,441		150,000	846,531	534,352	5,243,296
Golf Enterprise Projects				43,813	-	1,448,064
GRAND TOTAL	7,125,128	3,745,449	9,292,737	8,745,058	1,155,721	9,153,884

Capital Asset and Debt Administration

Capital Assets. The Town of Brookline's investment in capital assets for its governmental and business type activities as of June 30, 2009 amount to \$229.8 million (net of depreciation). This investment in capital assets includes land, buildings, improvements to land and buildings, machinery and equipment, vehicles, roads, sidewalks, bridges and water and sewer lines.

The net increase in the Town of Brookline's investment in capital assets for the current year was \$1.3 million, including a \$1.7 million increase for governmental activities and a (\$404) thousand decrease for business-type activities.

The Town's major capital projects relate to school and town hall renovations.

Major Capital asset events during the current fiscal year included the following:

- ❖ Approximately \$2.1 million was spent on water, sewer, and surface drainage system construction and replacement.
- ❖ Over \$2.3 million was spent on machinery and equipment.
- ❖ Over \$1.3 million was spent on various land improvements.
- ❖ Over \$7.2 million was spent on building renovations and improvements.

Town of Brookline's Capital Assets
(Net of Depreciation)

	Governmental Activities		Business –Type Activities		Total	
	2009	2008	2009	2008	2009	2008
Land	79,727	79,727	-	-	79,727	79,727
Construction in Progress	-	10,388,639	-	-	-	10,388,639
Land Improvements	12,760,937	12,281,284	989,263	988,986	13,750,200	13,270,270
Buildings	152,008,183	140,588,512	2,699,008	2,785,078	154,707,191	143,373,590
Machinery and Equipment	10,217,396	10,683,963	1,004,206	1,081,986	11,221,602	11,765,949
Infrastructure	16,383,000	15,729,691	33,637,752	33,878,505	50,020,752	49,608,196
Total	191,449,243	189,751,816	38,330,229	38,734,555	229,779,472	228,486,371

Long-term Debt. At the end of the current fiscal year, the Town of Brookline had total bonded debt outstanding of \$97,974,998. Of which \$82,618,223 is governmental debt and \$15,356,775 in business type debt. All of this amount is classified as outstanding long-term debt. The Town has no revenue bonds outstanding, which are bonds secured solely by specified revenue sources. During fiscal 2009, the Town retired long term debt of \$10,323,587.

The Town of Brookline issued \$11,390,000 in general obligation bonds to finance several capital improvements. Included in these issues was \$6,900,000 in general obligation bonds for renovations to Town Hall, \$2,500,000 for painting and roofing the high school, \$740,000 for landfill closure costs, and \$1,250,000 for various water and sewer projects.

Please see notes 7 and 8 for further debt information.

Cash and Investments

At June 30, 2009, the Town had recorded a Cash and Investments balance of \$76,605,472. Additional adjustments for accounts not maintained by the Treasurer, but included in overall financial statement cash, were Library Cash (\$261,778) and Investment accounts (\$2,989,013) maintained by the Trustees of the Brookline Public Library; and Retirement Cash (\$1,766,503) and Investment accounts (\$157,799,983) maintained by the Brookline Retirement System. This resulted in total Cash and Investments of \$239,422,749 as reflected in the Basic Financial Statements.

Requests for Information

This financial report is designed to provide a general overview of the Town of Brookline's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Comptroller at Brookline Town Hall, 333 Washington Street, Brookline, Massachusetts 02146.

You are also invited to visit our website at <http://www.town.brookline.ma.us/>.

Basic Financial Statements

STATEMENT OF NET ASSETS

JUNE 30, 2009

	<i>Primary Government</i>		
	Governmental Activities	Business-type Activities	Total
ASSETS			
CURRENT:			
Cash and cash equivalents.....	\$ 65,868,113	\$ 1,190,194	\$ 67,058,307
Investments.....	9,250,406	-	9,250,406
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	1,581,667	-	1,581,667
Tax liens.....	1,273,607	-	1,273,607
Motor vehicle excise taxes.....	126,332	-	126,332
User fees.....	138,300	-	138,300
Water and sewer fees.....	-	5,447,808	5,447,808
Departmental and other.....	3,688,376	-	3,688,376
Intergovernmental.....	7,473,632	-	7,473,632
Loans.....	194,066	-	194,066
Internal balances.....	325,000	(325,000)	-
Prepaid expenses.....	2,491,212	2,096	2,493,308
NONCURRENT:			
Receivables, net of allowance for uncollectibles:			
Intergovernmental.....	22,490,000	-	22,490,000
Capital assets, nondepreciable.....	79,727	-	79,727
Capital assets, net of accumulated depreciation.....	191,369,516	38,330,229	229,699,745
TOTAL ASSETS.....	306,349,954	44,645,327	350,995,281
LIABILITIES			
CURRENT:			
Warrants payable.....	2,830,241	82,333	2,912,574
Accrued liabilities.....	47,997	5,350	53,347
Accrued payroll.....	1,448,460	-	1,448,460
Tax refunds payable.....	1,153,000	-	1,153,000
Accrued interest.....	896,592	157,231	1,053,823
Abandoned property.....	185,085	-	185,085
Other liabilities.....	967,811	8,029	975,840
Deferred revenue.....	591,164	-	591,164
Customer deposits payable.....	3,941	-	3,941
Compensated absences.....	5,554,883	276,584	5,831,467
Workers' compensation.....	1,197,000	-	1,197,000
Bonds and notes payable.....	8,311,177	2,081,323	10,392,500
NONCURRENT:			
Landfill closure.....	12,030,000	-	12,030,000
Compensated absences.....	3,603,745	106,702	3,710,447
Workers' compensation.....	183,000	-	183,000
Postretirement benefits.....	25,306,331	975,801	26,282,132
Bonds and notes payable.....	74,307,046	13,275,452	87,582,498
TOTAL LIABILITIES.....	138,617,473	16,968,805	155,586,278
NET ASSETS			
Invested in capital assets, net of related debt.....	133,933,484	22,973,454	156,906,938
Restricted for:			
Loans.....	194,066	-	194,066
Permanent funds:			
Expendable.....	3,718,074	-	3,718,074
Nonexpendable.....	1,176,359	-	1,176,359
Other purposes.....	28,456,677	-	28,456,677
Unrestricted.....	253,821	4,703,068	4,956,889
TOTAL NET ASSETS.....	\$ 167,732,481	\$ 27,676,522	\$ 195,409,003

See notes to basic financial statements.

STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2009

		Program Revenues			
Functions/Programs	Expenses	Charges for Services	Operating Grants and Contributions	Net (Expense) Revenue	
Primary Government:					
Governmental Activities:					
General government.....	\$ 20,138,908	\$ 3,713,372	\$ 1,155,542	\$ (15,269,994)	
Public safety.....	47,394,571	8,302,197	319,685	(38,772,689)	
Education.....	122,207,617	5,729,467	27,673,492	(88,804,658)	
Public works.....	21,759,827	3,273,612	2,546,314	(15,939,901)	
Community and economic development....	1,611,922	-	1,562,361	(49,561)	
Human services.....	3,723,388	20,725	1,121,853	(2,580,810)	
Leisure services.....	8,165,314	1,589,958	179,160	(6,396,196)	
Interest.....	4,017,530	-	1,156,372	(2,861,158)	
Total Governmental Activities.....	229,019,077	22,629,331	35,714,779	(170,674,967)	
Business-Type Activities:					
Golf.....	997,585	1,176,267	-	178,682	
Water and sewer.....	20,673,186	21,754,052	-	1,080,866	
Total Business-Type Activities.....	21,670,771	22,930,319	-	1,259,548	
Total Primary Government.....	\$ 250,689,848	\$ 45,559,650	\$ 35,714,779	\$ (169,415,419)	

See notes to basic financial statements.

(Continued)

STATEMENT OF ACTIVITIES (Continued)

FISCAL YEAR ENDED JUNE 30, 2009

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Changes in net assets:			
Net (expense) revenue from previous page.....	\$ <u>(170,674,967)</u>	\$ <u>1,259,548</u>	\$ <u>(169,415,419)</u>
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	147,735,896	-	147,735,896
Motor vehicle and other excise taxes.....	5,112,074	-	5,112,074
Hotel/motel tax.....	788,531	-	788,531
Penalties and interest on taxes.....	494,311	-	494,311
Payments in lieu of taxes.....	989,282	-	989,282
Grants and contributions not restricted to specific programs.....	7,874,410	-	7,874,410
Unrestricted investment income.....	555,446	9,902	565,348
Gain (loss) on disposal of capital assets.....	(210,848)	(22,577)	(233,425)
Miscellaneous.....	446,923	-	446,923
<i>Transfers, net</i>	<u>1,993,691</u>	<u>(1,993,691)</u>	<u>-</u>
Total general revenues and transfers.....	<u>165,779,716</u>	<u>(2,006,366)</u>	<u>163,773,350</u>
Change in net assets.....	(4,895,251)	(746,818)	(5,642,069)
<i>Net Assets:</i>			
Beginning of year.....	<u>172,627,732</u>	<u>28,423,340</u>	<u>201,051,072</u>
End of year.....	\$ <u><u>167,732,481</u></u>	\$ <u><u>27,676,522</u></u>	\$ <u><u>195,409,003</u></u>

See notes to basic financial statements.

(Concluded)

GOVERNMENTAL FUNDS
BALANCE SHEET

JUNE 30, 2009

	General	Town Hall Renovations	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents.....	\$ 36,279,572	\$ 4,827	\$ 26,481,003	\$ 62,765,402
Investments.....	-	-	3,975,233	3,975,233
Receivables, net of uncollectibles:				
Real estate and personal property taxes.....	1,581,667	-	-	1,581,667
Tax liens.....	1,273,607	-	-	1,273,607
Motor vehicle excise taxes.....	126,332	-	-	126,332
User fees.....	138,300	-	-	138,300
Departmental and other.....	3,565,882	-	122,494	3,688,376
Intergovernmental.....	24,674,000	-	5,289,632	29,963,632
Loans.....	-	-	194,066	194,066
Due from other funds.....	325,000	-	-	325,000
Prepaid expenses.....	2,484,432	-	6,780	2,491,212
TOTAL ASSETS.....	\$ 70,448,792	\$ 4,827	\$ 36,069,208	\$ 106,522,827
LIABILITIES AND FUND BALANCES				
LIABILITIES:				
Warrants payable.....	\$ 1,196,463	\$ -	\$ 1,616,759	\$ 2,813,222
Accrued liabilities.....	23,473	-	24,524	47,997
Accrued payroll.....	1,426,032	-	22,428	1,448,460
Tax refunds payable.....	1,153,000	-	-	1,153,000
Liabilities due depositors.....	3,941	-	-	3,941
Abandoned property.....	179,088	-	5,997	185,085
Other liabilities.....	934,221	-	33,590	967,811
Deferred revenues.....	31,139,539	-	5,244,628	36,384,167
TOTAL LIABILITIES.....	36,055,757	-	6,947,926	43,003,683
FUND BALANCES:				
Reserved for:				
Encumbrances and continuing appropriations.....	14,735,607	-	-	14,735,607
Loans.....	-	-	194,066	194,066
Perpetual permanent funds.....	-	-	1,176,359	1,176,359
Unreserved:				
Designated for subsequent year's expenditures.....	7,053,295	-	-	7,053,295
Undesignated, reported in:				
General fund.....	12,604,133	-	-	12,604,133
Special revenue funds.....	-	-	23,609,146	23,609,146
Capital projects funds.....	-	4,827	423,637	428,464
Permanent funds.....	-	-	3,718,074	3,718,074
TOTAL FUND BALANCES.....	34,393,035	4,827	29,121,282	63,519,144
TOTAL LIABILITIES AND FUND BALANCES.....	\$ 70,448,792	\$ 4,827	\$ 36,069,208	\$ 106,522,827

See notes to basic financial statements.

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TOTAL FUND BALANCES TO THE STATEMENT OF NET ASSETS**

FISCAL YEAR ENDED JUNE 30, 2009

Total governmental fund balances.....	\$ 63,519,144
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....	191,449,243
Accounts receivable are not available to pay for current-period expenditures and, therefore, are deferred in the funds.....	35,793,003
Internal service funds are used by management to account for liability, health insurance and workers' compensation activities.	
The assets and liabilities of the internal service funds are included in the governmental activities in the statement of net assets.....	6,980,865
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....	(896,592)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds	
Bonds and notes payable.....	(82,618,223)
Landfill closure.....	(12,030,000)
Postretirement benefits.....	(25,306,331)
Compensated absences.....	(9,158,628)
Net effect of reporting long-term liabilities.....	(129,113,182)
Net assets of governmental activities.....	<u>\$ 167,732,481</u>

See notes to basic financial statements.

GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FISCAL YEAR ENDED JUNE 30, 2009

	General	Town Hall Renovations	Federal American Recovery & Reinvestment Act	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:					
Real estate and personal property taxes, net of tax refunds.....	\$ 147,553,179	\$ -	\$ -	\$ -	\$ 147,553,179
Motor vehicle and other excise taxes.....	5,027,901	-	-	-	5,027,901
Hotel/motel tax.....	788,531	-	-	-	788,531
Charges for services.....	5,006,364	-	-	-	5,006,364
Penalties and interest on taxes.....	494,311	-	-	-	494,311
Payments in lieu of taxes.....	989,282	-	-	-	989,282
Licenses and permits.....	3,227,512	-	-	-	3,227,512
Fines and forfeitures.....	4,518,301	-	-	-	4,518,301
Intergovernmental.....	31,343,464	-	785,908	10,941,794	43,071,166
Departmental and other.....	599,320	-	-	10,358,589	10,957,909
Contributions.....	-	-	-	1,757,086	1,757,086
Investment income (loss).....	942,808	-	-	(596,513)	346,295
TOTAL REVENUES.....	200,490,973	-	785,908	22,460,956	223,737,837
EXPENDITURES:					
Current:					
General government.....	9,732,504	2,026,792	785,908	482,190	13,027,394
Public safety.....	34,348,558	-	-	566,721	34,915,279
Education.....	68,772,169	-	-	16,866,835	85,639,004
Public works.....	17,233,710	-	-	3,595,401	20,829,111
Community and economic development.....	-	-	-	1,611,922	1,611,922
Human services.....	2,283,624	-	-	354,467	2,638,091
Leisure services.....	4,683,332	-	-	1,436,118	6,119,450
Pension benefits.....	24,397,914	-	-	-	24,397,914
Fringe benefits.....	24,714,243	-	-	-	24,714,243
State and county charges.....	5,493,891	-	-	-	5,493,891
Debt service:					
Principal.....	8,232,309	-	-	-	8,232,309
Interest.....	4,035,097	-	-	-	4,035,097
TOTAL EXPENDITURES.....	203,927,351	2,026,792	785,908	24,913,654	231,653,705
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....	(3,436,378)	(2,026,792)	-	(2,452,698)	(7,915,868)
OTHER FINANCING SOURCES (USES):					
Proceeds from bonds and notes.....	-	6,900,000	-	3,240,000	10,140,000
Transfers in.....	5,630,070	-	-	47,554	5,677,624
Transfers out.....	(47,282)	-	-	(3,636,651)	(3,683,933)
TOTAL OTHER FINANCING SOURCES (USES):	5,582,788	6,900,000	-	(349,097)	12,133,691
NET CHANGE IN FUND BALANCES.....	2,146,410	4,873,208	-	(2,801,795)	4,217,823
FUND BALANCES AT BEGINNING OF YEAR.....	32,246,625	(4,868,381)	-	31,923,077	59,301,321
FUND BALANCES AT END OF YEAR.....	\$ 34,393,035	\$ 4,827	\$ -	\$ 29,121,282	\$ 63,519,144

See notes to basic financial statements.

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES**

FISCAL YEAR ENDED JUNE 30, 2009

Net change in fund balances - total governmental funds..... \$ 4,217,823

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay.....	12,984,330	
Depreciation expense.....	<u>(11,076,055)</u>	
Net effect of reporting capital assets.....		1,908,275

In the Statement of Activities, only the gain on the disposal of capital assets is reported, whereas in the governmental funds the entire proceeds of the sale are reported as financial resources. As a result, the change in net assets differs from the change in fund balance by the cost of the capital assets sold..... (210,848)

Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred revenue..... (1,606,004)

The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net assets. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.

Proceeds from bonds and notes.....	(10,140,000)	
Debt service principal payments.....	<u>8,232,309</u>	
Net effect of reporting long-term debt.....		(1,907,691)

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.

Net change in compensated absences accrual.....	(57,701)	
Net change in accrued interest on long-term debt.....	17,568	
Net change in postretirement benefit accrual.....	(10,563,713)	
Net change in landfill accrual.....	<u>2,850,000</u>	
Net effect of recording long-term liabilities and amortizing deferred losses.....		(7,753,846)

Internal service funds are used by management to account for health insurance and workers' compensation activities.

The net activity of internal service funds is reported with Governmental Activities.....		<u>457,040</u>
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Change in net assets of governmental activities.....		<u>\$ (4,895,251)</u>
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See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF NET ASSETS

JUNE 30, 2009

	Business-type Activities - Enterprise Funds			Governmental Activities - Internal Service Funds
	Water & Sewer	Golf Course	Total	
ASSETS				
CURRENT:				
Cash and cash equivalents.....	\$ 928,684	\$ 261,510	\$ 1,190,194	\$ 3,102,711
Investments.....	-	-	-	5,275,173
Receivables, net of allowance for uncollectibles:				
Water and sewer fees.....	5,447,808	-	5,447,808	-
Prepaid expenses.....	2,066	30	2,096	-
Total current assets.....	6,378,558	261,540	6,640,098	8,377,884
NONCURRENT:				
Capital assets, net of accumulated depreciation.....	36,158,216	2,172,013	38,330,229	-
TOTAL ASSETS.....	42,536,774	2,433,553	44,970,327	8,377,884
LIABILITIES				
CURRENT:				
Warrants payable.....	40,762	41,571	82,333	17,019
Accrued liabilities.....	-	5,350	5,350	-
Accrued interest.....	151,827	5,404	157,231	-
Due to other funds.....	-	325,000	325,000	-
Other liabilities.....	-	8,029	8,029	-
Compensated absences.....	230,525	46,059	276,584	-
Workers' compensation.....	-	-	-	1,197,000
Bonds and notes payable.....	1,941,323	140,000	2,081,323	-
Total current liabilities.....	2,364,437	571,413	2,935,850	1,214,019
NONCURRENT:				
Compensated absences.....	92,232	14,470	106,702	-
Workers' compensation.....	-	-	-	183,000
Postretirement benefits.....	946,248	29,553	975,801	-
Bonds and notes payable.....	12,540,452	735,000	13,275,452	-
Total noncurrent liabilities.....	13,578,932	779,023	14,357,955	183,000
TOTAL LIABILITIES.....	15,943,369	1,350,436	17,293,805	1,397,019
NET ASSETS				
Invested in capital assets, net of related debt.....	21,676,441	1,297,013	22,973,454	-
Unrestricted.....	4,916,964	(213,896)	4,703,068	6,980,865
TOTAL NET ASSETS.....	\$ 26,593,405	\$ 1,083,117	\$ 27,676,522	\$ 6,980,865

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2009

	Business-type Activities - Enterprise Funds			Governmental Activities - Internal Service Funds
	Water & Sewer	Golf Course	Total	
OPERATING REVENUES:				
Employee contributions	\$ -	\$ -	\$ -	\$ 693,451
Employer contributions	-	-	-	2,640,656
Charges for services	21,754,052	1,176,267	22,930,319	-
TOTAL OPERATING REVENUES	21,754,052	1,176,267	22,930,319	3,334,107
OPERATING EXPENSES:				
Cost of services and administration	19,131,653	855,352	19,987,005	-
Depreciation.....	946,034	102,138	1,048,172	-
Building insurance.....	-	-	-	1,297,365
Employee benefits	-	-	-	1,788,853
TOTAL OPERATING EXPENSES	20,077,687	957,490	21,035,177	3,086,218
OPERATING INCOME (LOSS).....	1,676,365	218,777	1,895,142	247,889
NONOPERATING REVENUES (EXPENSES):				
Investment income.....	-	9,902	9,902	209,151
Interest expense.....	(595,499)	(40,095)	(635,594)	-
Loss on disposal of capital assets.....	(22,577)	-	(22,577)	-
TOTAL NONOPERATING REVENUES (EXPENSES), NET.....	(618,076)	(30,193)	(648,269)	209,151
INCOME (LOSS) BEFORE OPERATING TRANSFERS.....	1,058,289	188,584	1,246,873	457,040
OPERATING TRANSFERS:				
Transfers in.....	47,282	-	47,282	-
Transfers out.....	(1,877,687)	(163,286)	(2,040,973)	-
TOTAL OPERATING TRANSFERS.....	(1,830,405)	(163,286)	(1,993,691)	-
CHANGE IN NET ASSETS.....	(772,116)	25,298	(746,818)	457,040
NET ASSETS AT BEGINNING OF YEAR.....	27,365,521	1,057,819	28,423,340	6,523,825
NET ASSETS AT END OF YEAR.....	\$ 26,593,405	\$ 1,083,117	\$ 27,676,522	\$ 6,980,865

See notes to basic financial statements.

**PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS**

FISCAL YEAR ENDED JUNE 30, 2009

	Business-type Activities - Enterprise Funds			Governmental Activities - Internal Service Funds
	Water & Sewer	Golf Course	Total	
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>				
Receipts from customers and users.....	\$ 22,958,488	\$ 1,176,267	\$ 24,134,755	\$ -
Receipts from interfund services provided.....	-	-	-	3,334,107
Payments to vendors.....	(16,645,667)	(381,575)	(17,027,242)	(3,457,484)
Payments to employees.....	(2,063,404)	(431,334)	(2,494,738)	-
NET CASH FROM OPERATING ACTIVITIES.....	4,249,417	363,358	4,612,775	(123,377)
<u>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</u>				
Transfers in.....	47,282	-	47,282	-
Transfers out.....	(1,877,687)	(163,286)	(2,040,973)	-
NET CASH FROM NONCAPITAL FINANCING ACTIVITIES.....	(1,830,405)	(163,286)	(1,993,691)	-
<u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u>				
Proceeds from the issuance of bonds and notes.....	1,250,000	-	1,250,000	-
Acquisition and construction of capital assets.....	(622,610)	(43,813)	(666,423)	-
Principal payments on bonds and notes.....	(1,951,278)	(140,000)	(2,091,278)	-
Interest expense.....	(607,197)	(40,815)	(648,012)	-
NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES...	(1,931,085)	(224,628)	(2,155,713)	-
<u>CASH FLOWS FROM INVESTING ACTIVITIES:</u>				
Purchase of investments.....	-	-	-	(926,102)
Investment income.....	-	9,902	9,902	209,151
NET CASH FROM INVESTING ACTIVITIES.....	-	9,902	9,902	(716,951)
NET CHANGE IN CASH AND CASH EQUIVALENTS.....	487,927	(14,654)	473,273	(840,328)
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....	440,757	276,164	716,921	3,943,039
CASH AND CASH EQUIVALENTS AT END OF YEAR.....	\$ 928,684	\$ 261,510	\$ 1,190,194	\$ 3,102,711
<u>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:</u>				
Operating income (loss).....	\$ 1,676,365	\$ 218,777	\$ 1,895,142	\$ 247,889
Adjustments to reconcile operating income (loss) to net cash from operating activities:				
Depreciation.....	946,034	102,138	1,048,172	-
Changes in assets and liabilities:				
Charges for services receivable.....	1,204,436	-	1,204,436	-
Internal balances.....	-	(25,000)	(25,000)	-
Prepaid expenses.....	114	102	216	-
Warrants payable.....	28,688	33,843	62,531	(35,266)
Postretirement benefits.....	394,996	12,336	407,332	-
Accrued liabilities.....	-	4,904	4,904	-
Other liabilities.....	-	8,029	8,029	-
Accrued compensated absences.....	(1,216)	8,229	7,013	-
Workers' compensation.....	-	-	-	(336,000)
Total adjustments.....	2,573,052	144,581	2,717,633	(371,266)
NET CASH FROM OPERATING ACTIVITIES.....	\$ 4,249,417	\$ 363,358	\$ 4,612,775	\$ (123,377)

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2009

	Pension Trust Fund (as of December 31, 2008)	Private Purpose Trust Funds	Agency Funds
ASSETS			
CURRENT:			
Cash and cash equivalents.....	\$ 1,766,503	\$ 1,008,751	\$ -
Investments.....	157,799,983	2,538,799	-
Interest and dividends.....	755	-	-
Receivables, net of allowance for uncollectibles:			
Departmental and other.....	631,229	-	530,154
Due from other funds.....	-	530,154	-
TOTAL ASSETS.....	160,198,470	4,077,704	530,154
LIABILITIES			
Warrants payable.....	901,703	91	-
Accrued liabilities.....	-	366,032	-
Due to other funds.....	-	-	530,154
TOTAL LIABILITIES.....	901,703	366,123	530,154
NET ASSETS			
Held in trust for pension benefits and other purposes.....	\$ 159,296,767	\$ 3,711,581	\$ -

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2009

	Pension Trust Fund (as of December 31, 2008)	Private Purpose Trust Funds
ADDITIONS:		
Contributions:		
Employer.....	\$ 11,878,412	\$ -
Employee.....	5,482,877	-
Private donations.....	-	79,870
Total contributions.....	17,361,289	79,870
Net investment income (loss):		
Net change in fair value of investments.....	(65,212,419)	-
Investment income (loss).....	2,394,157	(411,476)
Total investment income (loss).....	(62,818,262)	(411,476)
Less: investment expense.....	(831,764)	-
Net investment income (loss).....	(63,650,026)	(411,476)
Intergovernmental.....	637,566	-
Transfers from other systems.....	444,974	-
TOTAL ADDITIONS.....	(45,206,197)	(331,606)
DEDUCTIONS:		
Administration.....	402,103	784
Transfers to other systems.....	665,301	-
Retirement benefits and refunds.....	21,018,963	-
Educational scholarships.....	-	240,222
TOTAL DEDUCTIONS.....	22,086,367	241,006
CHANGE IN NET ASSETS.....	(67,292,564)	(572,612)
NET ASSETS AT BEGINNING OF YEAR.....	226,589,331	4,284,193
NET ASSETS AT END OF YEAR.....	\$ 159,296,767	\$ 3,711,581

See notes to basic financial statements.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying basic financial statements of the Town of Brookline, Massachusetts (the Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant Town accounting policies are described herein.

A. Reporting Entity

The Town was founded in 1630 as a part of Boston and was incorporated in 1705 under the Statutes of the Commonwealth of Massachusetts. The Town operates under a representative Town Meeting form of government and provides the following services to the residents of its community: administrative, public safety, public works, education, community development, water and sewer, health, elder and recreation.

The Town of Brookline is a municipal corporation that is governed by an elected Board of Selectmen.

For financial reporting purposes, the Town has included all funds, organizations, account groups, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units. The Brookline Contributory Retirement System (Retirement System) has been included as a blended component. Blended component units are entities that are legally separate from the Town, but are so related that they are, in substance, the same as the Town or entities providing services entirely or almost entirely for the benefit of the Town.

The Retirement System provides retirement benefits to Town employees, the Brookline Housing Authority employees, and their beneficiaries. The Retirement System is governed by a five-member board comprised of the Town Comptroller (ex-officio), an appointee of the Board of Selectmen, two members elected by the Retirement System's participants and one member appointed by the other four Board members. The Retirement System is presented using the accrual basis of accounting and is reported as the Pension Trust Fund in the fiduciary fund financial statements.

Availability of Financial Information for Component Units

The Retirement System did not issue a separate audited financial statement. The Retirement System issues a publicly available unaudited financial report in accordance with guidelines established by the Commonwealth of Massachusetts' (Commonwealth) Public Employee Retirement Administration Commission (PERAC). That report may be obtained by contacting the Retirement System located at Brookline Town Hall.

Joint Ventures – The Town is a member of the Massachusetts Water Resources Authority (MWRA), a joint venture with other Massachusetts governmental entities that was organized to provide water and sewer services to the respective members' Cities, Towns and Districts. Complete financial statements for the MWRA can be obtained directly from their administrative office located at 100 First Avenue, Boston, Massachusetts 02189.

The Town is also a member of the Massachusetts Bay Transportation Authority (MBTA), a joint venture with other Massachusetts governmental entities that was organized to provide public transportation services to the respective members' Cities, Towns and Districts. Complete financial statements for the MBTA can be obtained directly from their administrative office located at 10 Park Plaza, Boston, Massachusetts 02116.

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the primary government and its component units. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

Major Fund Criteria

Major funds must be reported if the following criteria are met:

- If the total assets, liabilities, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets, liabilities, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Internal service funds and fiduciary funds are reported by fund type.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the fiscal year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment.

Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. However, the effect of interfund services provided and used between functions is not eliminated as the elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

Fund Financial Statements

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days of fiscal year end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *town hall renovations capital projects fund* is used to account for the rehabilitation project of town hall.

The *federal american recovery and reinvestment act* is used to account for federal funds received as part of the 2009 stimulus package.

The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for the proceeds of specific revenue sources (other than permanent funds or capital projects funds) that are restricted by law or administrative action to expenditures for specified purposes.

The *capital projects fund* is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Enterprise Funds).

The *permanent fund* is used to account for financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

Proprietary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The following major proprietary funds are reported:

The *water & sewer enterprise fund* is used to account for the water and sewer activities.

The *golf enterprise fund* is used to account for the Town's golf course activities.

Additionally, the following proprietary fund type is reported:

The *internal service fund* is used to account for the financing of services provided by one department to other departments or governmental units. This fund is used to account for risk financing activities related to health insurance, workers' compensation and municipal building insurance.

Fiduciary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *pension trust fund* is used to account for the activities of the Retirement System, which accumulates resources to provide pension benefits to eligible retirees and their beneficiaries.

The *private-purpose trust fund* is used to account for trust arrangements, other than those properly reported in the pension trust fund or permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.

The *agency fund* is used to account for assets held in a purely custodial capacity.

Government-Wide and Fund Financial Statements

For the government-wide financial statements, and proprietary and fiduciary fund accounting, all applicable Financial Accounting Standards Board (FASB) pronouncements issued on or prior to November 30, 1989, are applied, unless those pronouncements conflict with or contradict GASB pronouncements.

D. Cash and Investments***Government-Wide and Fund Financial Statements***

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

E. Accounts Receivable***Government-Wide and Fund Financial Statements***

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

Real Estate Taxes, Personal Property Taxes and Tax Liens

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1st, November 1st, February 1st and May 1st and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the fiscal year of the levy.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Motor Vehicle Excise

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the fiscal year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

Refuse

Refuse fees are levied quarterly for each type of property that utilizes the collection service and are based upon a third party waste collection contract. Refuse fees are recorded receivables in the fiscal year of the levy. Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.

Water & Sewer

User fees are levied monthly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and Sewer liens are processed annually and included as a lien on the property owner's tax bill. Water and Sewer charges and liens are recorded as receivables in the fiscal year of the levy.

Since the receivables are secured via the lien process, these accounts are considered fully collectible and therefore do not report an allowance for uncollectibles.

Departmental and Other

Departmental and other receivables consist primarily of police and fire details and are recorded as receivables in the fiscal year accrued. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Intergovernmental

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

Loans

The Department of Community and Economic Development administers loan programs that provide housing assistance to residents and capital needs assistance for small businesses. Upon issuance, a receivable is recorded for the principal amount of the loan.

The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

F. Inventories***Government-Wide and Fund Financial Statements***

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide and fund financial statements, and therefore are not reported.

G. Restricted Assets

Certain assets of the enterprise fund are classified as restricted if their use is restricted by contract covenants.

H. Capital Assets***Government-Wide and Proprietary Fund Financial Statements***

Capital assets, which include land, land improvements, buildings, machinery and equipment, and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements, and the proprietary fund financial

statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation. Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.

All purchases and construction costing more than \$15,000 and having a useful life of greater than one year are capitalized.

Capital assets (excluding land) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Land improvements.....	5-50
Buildings.....	5-50
Machinery and equipment.....	3-20
Infrastructure.....	10-75

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

Governmental Fund Financial Statements

Capital asset costs are recorded as expenditures in the acquiring fund in the fiscal year of the purchase.

I. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

Government-Wide Financial Statements

Transactions of a buyer/seller nature between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net assets. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net assets as "internal balances".

The general fund has provided a long-term interest free loan to the golf enterprise fund and these balances are included in the statement of net assets as "internal balances".

Fund Financial Statements

Transactions of a buyer/seller nature between and within funds are *not* eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

The general fund has provided a long-term interest free loan to the golf enterprise fund and these balances are included in the fund statements as "Due from other funds" or "Due to other funds".

J. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

Government-Wide Financial Statements

Transfers between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net assets. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net".

Fund Financial Statements

Transfers between and within funds are *not* eliminated from the individual fund statements and are reported as transfers in and transfers out.

K. Deferred Revenue

Deferred revenue at the governmental fund financial statement level represents billed receivables that do not meet the available criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting. In addition, property taken by the Town through the foreclosure process is recorded as an asset and deferred revenue. Deferred revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

L. Net Assets and Fund Equity*Government-Wide Financial Statements (Net Assets)*

Net assets are reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net assets have been "restricted for" the following:

"Loans" represents community development outstanding loans receivable balances.

"Permanent funds - expendable" represents amounts held in trust for which the expenditures are restricted by various trust agreements.

"Permanent funds - nonexpendable" represents amounts held in trust for which only investment earnings may be expended.

"Other Purposes" represents amounts restricted by outside sources for specific purposes.

Fund Financial Statements (Fund Balances)

Fund balances are reserved for amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use. Designations of fund balance represent tentative management plans that are subject to change.

Fund balances have been "reserved for" the following:

"Encumbrances and continuing appropriations" represents amounts obligated under purchase orders, contracts and other commitments for expenditures that are being carried over to the ensuing fiscal year.

"Loans" represents community development outstanding loans receivable balances.

"Perpetual permanent funds" represents amounts held in trust for which only investment earnings may be expended.

Fund balances have been "designated for" the following:

"Subsequent year's expenditures" represents amounts appropriated for the fiscal year 2010 operating budget.

M. Long-term debt

Government-Wide and Proprietary Fund Financial Statements

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net assets. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable material bond premium or discount.

Governmental Fund Financial Statements

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

N. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

Investment income from the golf enterprise fund is voluntarily assigned and transferred to the general fund. The water & sewer and internal service funds retain their investment income.

O. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

Government-Wide and Proprietary Fund Financial Statements

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

Governmental Fund Financial Statements

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities.

P. Use of Estimates*Government-Wide and Fund Financial Statements*

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

Q. Individual Fund Deficits

At fiscal year-end several individual fund deficits exist in the Special Revenue Fund that will be funded through grants and available fund balances in the next fiscal year.

R. Total Column*Government-Wide Financial Statements*

The total column presented on the government-wide financial statements represents consolidated financial information.

Fund Financial Statements

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

NOTE 2 - CASH AND INVESTMENTS

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the balance sheet as "Cash and Cash Equivalents". The deposits and investments of the pension trust fund are held separately from those of other funds.

For the general fund, statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (the Pool). Trust fund investments are subject to the Town's investment policies which are described further in this note. In addition, there are various restrictions limiting the amount and length of deposits and investments.

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. At fiscal year-end, the carrying amount of deposits totaled \$21,263,030 and the bank balance totaled \$34,863,963. Of the bank balance, \$2,046,026 was covered by Federal Depository Insurance and \$32,817,937 was exposed to custodial credit risk because it was uninsured and uncollateralized.

The Town's cash and cash equivalents consist of \$21,263,030 in deposits and \$46,804,028 in cash equivalents, totaling \$68,067,058. These cash and cash equivalents are reported in both the primary government and the fiduciary funds. Those amounts total \$67,058,307 and \$1,008,751, respectively. See investments below for amounts designated as cash equivalents.

At December 31, 2008, the carrying amount of deposits for the Retirement System totaled \$233,056 and the bank balance totaled \$527,148. The entire bank balance of \$527,148 was covered by Federal Depository Insurance.

The Retirement System's cash and cash equivalents consist of \$233,056 in deposits and \$1,533,447 in cash equivalents, totaling \$1,766,503. See investments below for amounts designated as cash equivalents.

Investments

The Town of Brookline had the following investments, including cash equivalents classified as investments, at June 30, 2009:

Investment Type	Maturity		
	Fair Value	1-5 Years	Over 10 Years
<u>Debt Securities</u>			
United States Treasury.....	\$ 390,838	\$ 390,838	\$ -
Federal National Mortgage Asso.....	1,111,129	1,606	1,109,523
Federal Home Loan Mortgage Corp...	157,937	-	157,937
Governmental National Mortgage.....	1,629	-	1,629
Total Debt Securities.....	\$ 1,661,533	\$ 392,444	\$ 1,269,089
<u>Other Investments</u>			
Equity Securities.....	6,986,076		
Equity Mutual Funds.....	3,141,596		
Repurchase Agreements (*).....	9,369,878		
Money Market Mutual Funds (*).....	194,818		
MMDT (*).....	37,239,332		
Total Investments.....	\$ 58,593,233		
(*) designates cash equivalent			
Total investments per above.....	\$ 58,593,233		
Less: cash equivalents.....	(46,804,028)		
Total Town investments.....	\$ 11,789,205		

The Town's investments are reported in both the primary government and the fiduciary funds. Those amounts total \$9,250,406 and \$2,538,799, respectively.

As of December 31, 2008, the Retirement System had the following investments:

Equity Security Mutual Funds.....	\$ 34,041,289
International Securities.....	22,385,719
PRIT Investments.....	62,417,329
Alternative Investments-Real Estate...	38,955,646
Money Market Mutual Funds (*).....	<u>1,533,447</u>
Total Investments.....	<u>\$ 159,333,430</u>

(*) designates cash equivalent

Custodial Credit Risk – Town Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. Of the Town's investments \$390,838 in U.S. Treasury Securities, \$1,111,129 in Federal National Mortgage Association, \$157,937 in Federal Home Loan Mortgage Corporation, \$1,629 in Governmental National Mortgage, and \$6,986,076 in Equity Securities, the Town has custodial credit risk exposure of \$8,647,609 because the related securities are uninsured, unregistered and held by the counterparty.

The Town has an investment policy for custodial credit risk that states; 1) a maximum of 70% of the Town's portfolio can be in equity securities and further that any one security can makeup only 5% of the Town's portfolio, 2) a maximum of 50% of the Town's portfolio can be in fixed income securities, 3) a maximum of 20% of the Town's portfolio can be in cash. The policy also states that there are no limits or restrictions with respect to U.S. Government Securities and that the minimum rating of bonds shall be investment grade.

Interest Rate Risk – Town Investments

In investments other than the general fund, the Town's formal investment policy limits the selection of investments to the prudent investor rule, which states that the trustee should exercise reasonable care, skill, and caution. The Town contracts with an investment manager who assists the Town in managing the investment exposure to fair value losses arising from increasing interest rates.

Credit Risk – Town Investments

The Town has adopted a formal policy related to credit risk. At June 30, 2009 the Town's debt securities were rated as follows:

<u>Quality Ratings</u>	<u>United States Treasury</u>	<u>Federal National Mortgage Asso.</u>	<u>Federal Home Loan Mortgage Corp.</u>	<u>Governmental National Mortgage Asso.</u>	<u>Totals</u>
AAA.....	\$ 390,838	\$ 1,111,129	\$ 157,937	\$ 1,629	\$ 1,661,533

Custodial Credit Risk – Retirement System Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Retirement System will not be able to recover the value of its investments or collateral security that are in the possession of an outside party. Of the Retirement System's investments the \$22,385,719 in International Securities the Retirement System has

custodial credit risk exposure of \$22,385,719 because the related securities are uninsured, unregistered and held by the counterparty.

The Retirement System has an investment policy for custodial credit risk that states the Retirement System is willing to accept a level of market risk consistent with moderate interim volatility without sacrificing the potential for long term real growth of assets. To accomplish this goal the Retirement System will utilize extensive diversification to minimize company and industry specific risks while avoiding extreme levels of volatility that could adversely affect the Retirement Systems' participants.

Interest Rate Risk – Retirement System

The Retirement System has a formal investment policy that establishes the objectives and constraints that govern the investment of the Retirement System's assets. The Retirement System's assets are structured to provide growth from capital gains and income, while maintaining sufficient liquidity to meet beneficiary payments. When managing assets the Retirement System at all times must be in accordance with the provisions of the Public Employee Retirement Administration Commission (PERAC), the Employee Retirement Income Security Act (ERISA) and Department of Labor regulations.

Concentration of Credit Risk

The Town limits the amount that may be invested in any one issuer to 5% of the total investments. At June 30, 2009, the Town does not have any investments that exceed the 5% threshold.

The Retirement System limits the amount that may be invested in any one issuer to 5% of the total investments. At December 31, 2008, the Retirement System does not have any investments that exceed the 5% threshold.

NOTE 3 – RECEIVABLES

At June 30, 2009, receivables for the individual major governmental funds and non-major internal service, and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Real estate and personal property taxes.... \$	1,581,667	\$ -	\$ 1,581,667
Tax liens.....	1,273,607	-	1,273,607
Motor vehicle and other excise taxes.....	494,406	(368,074)	126,332
User fees.....	138,300	-	138,300
Departmental and other.....	5,830,761	(2,142,385)	3,688,376
Intergovernmental.....	29,963,632	-	29,963,632
Loans.....	194,066	-	194,066
Total.....	<u>\$ 39,476,439</u>	<u>\$ (2,510,459)</u>	<u>\$ 36,965,980</u>

At June 30, 2009, receivables for the water and sewer enterprise funds totaled \$5,447,808. The amount is considered fully collectible.

Governmental funds report *deferred revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current fiscal year, the various components of *deferred revenue* reported in the governmental funds were as follows:

Type:	General Fund	Other Governmental Funds	Total
Real estate and personal property taxes....	\$ 1,278,962	\$ -	\$ 1,278,962
Tax liens.....	1,087,577	-	1,087,577
Motor vehicle and other excise taxes.....	126,332	-	126,332
User fees.....	138,300	-	138,300
Departmental and other.....	3,509,368	703,201	4,212,569
Intergovernmental.....	24,674,000	4,541,427	29,215,427
<u>Other asset type:</u>			
Due from other funds.....	325,000	-	325,000
Total.....	\$ 31,139,539	\$ 5,244,628	\$ 36,384,167

NOTE 4 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2009, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 79,727	\$ -	\$ -	\$ 79,727
Construction in progress.....	10,388,639	-	(10,388,639)	-
Total capital assets not being depreciated...	10,468,366	-	(10,388,639)	79,727
<u>Capital assets being depreciated:</u>				
Land improvements.....	20,235,866	1,299,426	-	21,535,292
Buildings.....	220,936,436	17,619,334	(93,497)	238,462,273
Machinery and equipment.....	32,118,836	2,323,438	(3,758,190)	30,684,084
Infrastructure.....	40,800,872	2,130,771	(1,660,345)	41,271,298
Total capital assets being depreciated.....	314,092,010	23,372,969	(5,512,032)	331,952,947
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(7,954,582)	(819,773)	-	(8,774,355)
Buildings.....	(80,347,923)	(6,199,664)	93,497	(86,454,090)
Machinery and equipment.....	(21,434,874)	(2,579,156)	3,547,342	(20,466,688)
Infrastructure.....	(25,071,181)	(1,477,462)	1,660,345	(24,888,298)
Total accumulated depreciation.....	(134,808,560)	(11,076,055)	5,301,184	(140,583,431)
Total capital assets being depreciated, net.....	179,283,450	12,296,914	(210,848)	191,369,516
Total governmental activities capital assets, net.....	\$ 189,751,816	\$ 12,296,914	\$ (10,599,487)	\$ 191,449,243

	Beginning Balance	Increases	Decreases	Ending Balance
Water & Sewer Activities:				
<u>Capital assets being depreciated:</u>				
Land improvements.....	\$ 201,230	\$ -	\$ -	\$ 201,230
Buildings.....	2,454,159	14,870	-	2,469,029
Machinery and equipment.....	2,249,437	171,992	(472,857)	1,948,572
Infrastructure.....	47,621,234	435,748	-	48,056,982
Total capital assets being depreciated.....	52,526,060	622,610	(472,857)	52,675,813
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(39,905)	(6,708)	-	(46,613)
Buildings.....	(880,720)	(61,677)	-	(942,397)
Machinery and equipment.....	(1,358,489)	(201,148)	450,280	(1,109,357)
Infrastructure.....	(13,742,729)	(676,501)	-	(14,419,230)
Total accumulated depreciation.....	(16,021,843)	(946,034)	450,280	(16,517,597)
Total capital assets being depreciated, net.....	\$ 36,504,217	\$ (323,424)	\$ (22,577)	\$ 36,158,216

	Beginning Balance	Increases	Decreases	Ending Balance
Golf Course Activities:				
<u>Capital assets being depreciated:</u>				
Land improvements.....	\$ 1,061,017	\$ 43,813	\$ -	\$ 1,104,830
Buildings.....	1,558,915	-	-	1,558,915
Machinery and equipment.....	242,656	-	-	242,656
Total capital assets being depreciated.....	2,862,588	43,813	-	2,906,401
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(233,356)	(36,828)	-	(270,184)
Buildings.....	(347,276)	(39,263)	-	(386,539)
Machinery and equipment.....	(51,618)	(26,047)	-	(77,665)
Total accumulated depreciation.....	(632,250)	(102,138)	-	(734,388)
Total capital assets being depreciated, net.....	\$ 2,230,338	\$ (58,325)	\$ -	\$ 2,172,013

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:

General government.....	\$	525,101
Public safety.....		1,670,587
Education.....		4,525,180
Public works.....		3,431,509
Human services.....		700,169
Leisure services.....		223,509
Total depreciation expense - governmental activities.....	\$	<u>11,076,055</u>

Business-Type Activities:

Water and Sewer.....	\$	946,034
Golf.....		102,138
Total depreciation expense - business-type activities.....	\$	<u>1,048,172</u>

NOTE 5 - INTERFUND TRANSFERS

Interfund transfers for the fiscal year ended June 30, 2009, are summarized as follows:

Operating Transfers Out:	Operating Transfers In:			
	General Fund	Nonmajor Governmental Funds	Water & Sewer Enterprise Fund	Total
General Fund.....	\$ -	\$ -	47,282	\$ 47,282
Nonmajor Governmental Funds.....	3,589,097	47,554	-	3,636,651
Water & Sewer Enterprise Fund.....	1,877,687	-	-	1,877,687
Golf Enterprise Fund.....	163,286	-	-	163,286
	<u>\$ 5,630,070</u>	<u>\$ 47,554</u>	<u>\$ 47,282</u>	<u>\$ 5,724,906</u>

Transfers represent amounts voted to fund the fiscal year 2009 operating budget.

NOTE 7 – SHORT-TERM FINANCING

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund and enterprise funds.

Details related to the short-term debt activity for the fiscal year ended June 30, 2009, is as follows:

Type	Purpose	Rate (%)	Due Date	Balance at June 30, 2008	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2009
BAN	Town Hall.....	2-2.5	04/16/09	\$ 6,900,000	\$ -	\$ 6,900,000	\$ -

NOTE 8 - LONG-TERM DEBT

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 2 1/2% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

In previous fiscal years, certain general obligation bonds were defeased by placing the proceeds of the bonds in an irrevocable trust to provide for all future debt service payments on the refunded bonds. Accordingly, the trust account's assets and liabilities for the defeased bonds are not included in the basic financial statements. At June 30, 2009, \$1,710,000 of Governmental and \$1,980,000 of Enterprise Fund bonds outstanding from the advance refunding are considered defeased.

Details related to the Town's outstanding indebtedness and debt service requirements follow.

Governmental Funds	Interest Rate (%)	Outstanding at June 30, 2008	Issued	Redeemed	Outstanding at June 30, 2009
<i>Inside Debt Limit</i>					
Schools.....	2.59-5.91	\$ 18,498,520	\$ 2,500,000	\$ 2,784,907	\$ 18,213,613
General Government.....	3.22-5.28	30,557,012	7,640,000	3,492,402	34,704,610
Athletic and recreational facilities.....	3.94-4.94	60,000	-	30,000	30,000
Sub-total.....		49,115,532	10,140,000	6,307,309	52,948,223
<i>Outside Debt Limit</i>					
Schools.....	5.33 - 5.35	31,595,000	-	1,925,000	29,670,000
Total Governmental bonds and Notes Payable.....		80,710,532	10,140,000	8,232,309	82,618,223
Enterprise Funds					
<i>Inside Debt Limit</i>					
Golf Course Enterprise Fund.....	3.19-3.90	1,015,000	-	140,000	875,000
Water Enterprise Fund.....	3.90-6.63	8,388,266	250,000	1,107,691	7,530,575
Sewer Enterprise Fund.....	3.90-5.28	6,794,787	1,000,000	843,587	6,951,200
Total Enterprise Bonds and Notes Payable.....		16,198,053	1,250,000	2,091,278	15,356,775
Total Bonds and Notes Payable.....		\$ 96,908,585	\$ 11,390,000	\$ 10,323,587	\$ 97,974,998

Debt service requirements for principal and interest for governmental bonds payable are as follows:

Fiscal Year	Principal	Interest	Total
2010.....	\$ 8,311,177	\$ 3,564,294	\$ 11,875,471
2011.....	8,034,999	3,243,330	11,278,329
2012.....	7,751,238	2,942,402	10,693,640
2013.....	7,369,633	2,643,758	10,013,391
2014.....	6,723,088	2,334,575	9,057,663
2015.....	6,277,794	2,044,823	8,322,617
2016.....	6,017,794	1,761,064	7,778,858
2017.....	5,950,000	1,479,812	7,429,812
2018.....	5,672,500	1,193,869	6,866,369
2019.....	5,535,000	927,215	6,462,215
2020.....	5,395,000	663,568	6,058,568
2021.....	1,785,000	410,776	2,195,776
2022.....	1,780,000	339,404	2,119,404
2023.....	1,270,000	264,878	1,534,878
2024.....	1,265,000	210,832	1,475,832
2025.....	1,265,000	155,747	1,420,747
2026.....	875,000	100,662	975,662
2027.....	670,000	61,600	731,600
2028.....	670,000	30,800	700,800
Totals.....	\$ 82,618,223	\$ 24,373,407	\$ 106,991,630

Debt service requirements for principal and interest for enterprise fund bonds and notes payable are as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2010..... \$	2,081,323 \$	613,847 \$	2,695,170
2011.....	2,072,501	538,269	2,610,770
2012.....	1,833,761	465,528	2,299,289
2013.....	1,770,366	397,124	2,167,490
2014.....	1,726,912	335,541	2,062,453
2015.....	1,417,206	258,388	1,675,594
2016.....	1,417,206	198,042	1,615,248
2017.....	1,165,000	136,057	1,301,057
2018.....	812,500	83,394	895,894
2019.....	520,000	48,026	568,026
2020.....	395,000	24,724	419,724
2021.....	145,000	5,800	150,800
Totals..... \$	<u>15,356,775 \$</u>	<u>3,104,740 \$</u>	<u>18,461,515</u>

The Massachusetts Water Resource Authority (MWRA) operates an Infiltration/Inflow Financial Assistance Program for community owned collection systems. For each community approved for the project, financial assistance received from the MWRA consists of a grant and non-interest bearing loan. The loan portion is payable in five equal annual installments. At June 30, 2009, the outstanding principal amount of this loan totaled \$165,000.

The Commonwealth has approved school construction assistance. The assistance program, which is administered by the Massachusetts School Building Authority, provides resources for future debt service of general obligation school bonds outstanding. During fiscal year 2009, \$3,267,000 of such assistance was received for reimbursement. Approximately \$31,625,000 will be received in future fiscal years. Of this amount, \$6,951,000 represents reimbursement of long-term interest costs, and approximately \$24,674,000 represents reimbursement of approved construction costs. Accordingly, a \$24,674,000 intergovernmental receivable and corresponding deferred revenue have been reported in governmental fund financial statements. The deferred revenue has been recognized as revenue in the conversion to the government-wide financial statements.

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2009, the Town had the following authorized and unissued debt:

<u>Purpose</u>	<u>Amount</u>
Town Hall Garage.....	\$ 1,200,000
Golf - Buildings.....	1,280,000
Golf - Grounds.....	160,000
Waste Water System.....	5,124,065
Landfill.....	4,275,000
Muddy River Project.....	745,000
Fisher Hill.....	1,350,000
High School.....	100,000
Total.....	<u>\$ 14,234,065</u>

Changes in Long-term Liabilities

During the fiscal year ended June 30, 2009, the following changes occurred in long-term liabilities:

Governmental Funds

	Balance June 30, 2008	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Net Increase (Decrease)	Balance June 30, 2009	Current Portion
Long-Term Bonds and Notes.....	\$ 80,710,532	\$ 10,140,000	\$ (8,232,309)	\$ -	\$ 82,618,223	\$ 8,311,177
Other Post Employment Benefits.....	14,742,618	-	-	10,563,713	25,306,331	-
Workers' Compensation.....	1,716,000	-	-	(336,000)	1,380,000	1,197,000
Compensated Absences.....	9,100,928	-	-	57,700	9,158,628	5,554,883
Landfill Closure.....	14,880,000	-	-	(2,850,000)	12,030,000	-
Total.....	<u>\$ 121,150,078</u>	<u>\$ 10,140,000</u>	<u>\$ (8,232,309)</u>	<u>\$ 7,435,413</u>	<u>\$ 130,493,182</u>	<u>\$ 15,063,060</u>

Business-Type Activities

	Balance June 30, 2008	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Net Increase (Decrease)	Balance June 30, 2009	Current Portion
Long-Term Bonds and Notes.....	\$ 16,198,053	\$ 1,250,000	\$ (2,091,278)	\$ -	\$ 15,356,775	\$ 2,081,323
Other Post Employment Benefits.....	568,469	-	-	407,332	975,801	-
Compensated Absences.....	376,273	-	-	7,013	383,286	276,584
Total.....	<u>\$ 17,142,795</u>	<u>\$ 1,250,000</u>	<u>\$ (2,091,278)</u>	<u>\$ 414,345</u>	<u>\$ 16,715,862</u>	<u>\$ 2,357,907</u>

Internal service funds predominantly serve the governmental funds. Accordingly, the internal service fund's long term liabilities are included as part of the governmental activities totals above. At fiscal year end, \$1,380,000 of internal service funds accrued liabilities is included above. Except for the amounts related to the internal service funds and a portion of the bonds, the governmental activities long-term liabilities are generally liquidated by the general fund.

NOTE 9 – RISK FINANCING

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance.

The Town is self-insured for its workers' compensation, unemployment and municipal building insurance activities. These activities are accounted for in the internal service fund where revenues are recorded when earned and expenses are recorded when the liability is incurred. Any incurred but not reported related to unemployment and municipal building insurance is deemed immaterial and is therefore not recorded.

(a) Workers' Compensation

Workers' compensation claims are administered by a third party administrator and are funded on a pay-as-you-go basis from annual appropriations. The Town purchases individual stop loss insurance for claims in excess of the coverage provided by the Town in the amount of \$800,000. The estimated future workers' compensation liability is based on history and injury type.

At June 30, 2009, the amount of the liability for workers' compensation claims totaled \$1,380,000. Changes in the reported liability since July 1, 2007, are as follows:

	Balance at Beginning of Fiscal Year	Current Year Claims and Changes in Estimate	Claims Payments	Balance at Fiscal Year-End
Fiscal Year 2008.....	\$ 1,580,000	\$ 1,364,050	\$ (1,228,050)	\$ 1,716,000
Fiscal Year 2009.....	1,716,000	868,193	(1,204,193)	1,380,000

NOTE 10 - PENSION PLAN

Plan Description - The Town contributes to the Retirement System, a cost-sharing multiple-employer defined benefit pension plan administered by the Brookline Contributory Retirement Board. Substantially all employees are members of the Retirement System, except for public school teachers and certain administrators who are members of the Massachusetts Teachers Retirement System, to which the Town does not contribute. Pension benefits and administrative expenses paid by the Teachers Retirement Board are the legal responsibility of the Commonwealth. The amount of these on-behalf payments totaled approximately \$12,981,000 for the fiscal year ended June 30, 2009, and, accordingly, are reported in the general fund as intergovernmental revenues and pension expenditures.

The Retirement System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Brookline Contributory Retirement Board and are borne by the Retirement System. The Retirement System issues a publicly available unaudited financial report in accordance with guidelines established by the Commonwealth's PERAC. That report may be obtained by contacting the Retirement System located at Brookline Town Hall, 333 Washington Street, Brookline, Massachusetts 02146.

At December 31, 2008, the Retirement System's membership consists of the following:

Active members.....	1,925
Inactive members.....	537
Disabled members.....	188
Retirees and beneficiaries currently receiving benefits.....	<u>656</u>
Total.....	<u><u>3,306</u></u>

Funding Policy - Plan members are required to contribute to the Retirement System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the Retirement System its share of the system-wide actuarial determined contribution that is apportioned among the employers based on active current payroll. Administrative expenses are funded through investment earnings. The current and two preceding fiscal years apportionment of the annual pension cost between the two employers required the Town to contribute approximately 97%, of the total. Chapter 32 of the MGL governs the contributions of plan members and the Town.

Annual Pension Cost - The Town contributions to the Retirement System for the fiscal years ended June 30, 2009, 2008, and 2007 were approximately \$12,064,000, \$10,994,000, and \$9,855,000, respectively, which equaled its required contribution for each fiscal year. At June 30, 2009, the Town did not have a net pension obligation. The required contribution was determined as part of an actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions included an 8.25% investment rate of return and projected salary increases of 5% per year. The actuarial value of the Retirement System's assets was determined using the fair value of the assets. The Retirement System's unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll. The remaining amortization period at January 1, 2009 was 14 years.

Schedule of Funding Progress (Dollar amounts in thousands)

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Entry Age (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
1/1/08	\$ 223,598,975	\$ 332,222,063	\$ 108,623,088	67.3%	\$ 59,789,007	181.7%
1/1/06	190,818,205	299,355,769	108,537,564	63.7%	58,277,406	186.2%
1/1/04	177,153,465	265,441,629	88,288,164	66.7%	52,378,086	168.6%
1/1/02	171,285,347	250,478,343	79,192,996	68.4%	45,109,610	175.6%
1/1/00	160,983,529	217,964,030	56,980,501	73.9%	43,028,894	132.4%

Funding progress is reported based on the biennial actuarial valuation performed by the Retirement System, and is being accumulated on a biennial basis. The Town is responsible for approximately 97% of the unfunded liability.

Noncontributory Retirement Allowance – The Town pays the entire retirement allowance for certain retirees who are eligible for noncontributory benefits and are not members of the Retirement System. The general fund expenditure for fiscal year 2009 totaled approximately \$265,000.

NOTE 11 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

Plan Description - The Town of Brookline administers a single-employer defined benefit healthcare plan ("the Retiree Health Plan"). The plan provides lifetime healthcare and life insurance for eligible retirees and their spouses through the Town's group health insurance plan, which covers both active and retired members. Chapter 32b of the MGL assigns authority to establish and amend benefit provisions of the plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Retiree Health Plan does not issue a publicly available financial report.

Funding Policy - Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. The Town contributes 75% of the cost of current-year premiums for healthcare and 50% for life for eligible retired plan members and their spouses. Plan members receiving benefits contribute the remaining 25% or 50% respectively, of their premium costs. For fiscal year 2009, the Town contributed \$9.5 million to the plan.

Annual OPEB Cost and Net OPEB Obligation - The Town's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the *annual required contribution of the employer (ARC)*, an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the Town's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Town's net OPEB obligation for fiscal year 2009:

Normal cost.....	\$ 7,429,021
Amortization of unfunded actuarial accrued liability.....	<u>13,074,126</u>
Annual OPEB cost (expense).....	20,503,147
Contributions made.....	<u>(9,532,102)</u>
Increase/Decrease in net OPEB obligation.....	10,971,045
Net OPEB obligation - beginning of year.....	<u>15,311,087</u>
Net OPEB obligation - end of year.....	<u><u>\$ 26,282,132</u></u>

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for 2009 is as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/09	\$20,503,147	46.5%	\$10,971,045

Funded Status and Funding Progress - As of June 30, 2008, the most recent actuarial valuation date, the actuarial accrued liability for benefits was \$323 million, all of which was unfunded. The covered payroll (annual payroll of active employees covered by the plan) was \$120.1 million, and the ratio of the UAAL to the covered payroll was 37.2 percent.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions - Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the June 30, 2008, actuarial valuation, the projected unit credit actuarial cost method was used. The actuarial assumptions included a 5.25 percent investment rate of return, which is based on the expected yield on the assets of the Town, calculated based on the funded level of the plan at the valuation date, and an annual medical/drug cost trend rate of 10 percent initially, reduced by decrements to an ultimate rate of 5 percent after five years. Both rates included a 4.5 percent inflation assumption. The actuarial value of assets was determined using techniques that spread the effects of short-term volatility in the market value of investments over a five-year period. The UAAL is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at June 30, 2008, was thirty years.

NOTE 12 - LANDFILL CLOSURE COSTS

State and federal laws and regulations require the Town to close its old landfill site when it stops accepting waste and to perform certain maintenance and monitoring functions at the site after closure. The Town operated a solid waste landfill that ceased operations in 1972.

At the Annual Town Meeting in May, the Town appropriated \$4.31 million to complete the off-site corrective action that was required, in addition to the \$3.29 million for the settlement costs associated with the project.

As currently planned for in the Town's CIP plan, \$4.43 million is required in FY15 to complete the closure of the rear landfill. Actual costs may be higher due to inflation, changes in technology, or changes in regulations.

NOTE 13 – INTERFUND LOAN

On June 12, 2001, the General Fund issued an interest free note in the amount of \$500,000 to Putterham Meadows Golf Club Enterprise Fund to meet projected and capital expenses. The note is payable at \$25,000 per year, due on July 1 of each year. At June 30, 2009 the outstanding loan balance was \$325,000.

NOTE 14 - COMMITMENTS

The Town has entered into a long-term contract with Whitney Trucking Inc. to load, haul and dispose of municipal solid waste. The Town is charged a flat rate per ton that is subject to increase annually. There are no minimum tonnage requirements that the Town must comply with.

The Town has entered into a long-term contract with KTI Recycling of New England for the processing of recyclable materials delivered by the Town. The Town receives payment for paper products and pays \$25 per ton for the processing of commingled materials. There are no minimum tonnage requirements that the Town must comply with.

The School Department has entered into two agreements with Eastern Bus Company and First Student, Inc. to provide for regular transportation. The contracts bear an annual cost of approximately \$305,000 and \$295,000, respectively. The regular school transportation contracts expire on September 1, 2010.

The School Department has also entered into an agreement with Y.C.N. Transportation, Inc. and Laidlaw Transportation to provide transportation of its special needs students. These contracts bear an annual cost of approximately \$1,070,000. The special needs student transportation contracts expire on August 31, 2010.

The Town has entered into, or is planning to enter into, contracts totaling approximately \$38,000,000 for renovations to the Runkle School, landfill corrective actions, and various other projects.

NOTE 15 - CONTINGENCIES

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 2006, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2009.

NOTE 16 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS

During fiscal year 2009, the following GASB pronouncements were implemented:

- The GASB issued Statement #52, *Land and Other Real Estate Held as Investments by Endowments*, which is required to be implemented in fiscal year 2009. The standards in this statement require all investments in land and real estate in permanent and similar funds to be reported at fair value. This pronouncement did not impact the basic financial statements
- The GASB issued Statement #55, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*. This pronouncement did not impact the basic financial statements.
- The GASB issued Statement #56, *Codification of Accounting and Financial Reporting Guidance Contained in the AICPA Statements on Auditing Standards*. This pronouncement did not impact the basic financial statements

Future Implementation of GASB Pronouncements:

- The GASB issued Statement # 53, *Accounting and Financial Reporting for Derivative Instruments*, which is required to be implemented in fiscal year 2010. The standards in this statement require all derivative instruments be reported at fair value. Management does not expect this pronouncement to impact the basic financial statements.
- The GASB issued Statement #54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which is required to be implemented in fiscal year 2011. Management believes this pronouncement will require additional disclosure and impact the basic financial statements.

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Required Supplementary Information

GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

FISCAL YEAR ENDED JUNE 30, 2009

	Budgeted Amounts			
	Amounts Carried forward From Prior Year	Current Year Initial Budget	Original Budget	Final Budget
REVENUES:				
Real estate and personal property taxes, net of tax refunds.....	\$ -	\$ 145,738,009	\$ 145,738,009	\$ 145,738,009
Motor vehicle and other excise taxes.....	-	5,021,739	5,021,739	5,021,739
Hotel/motel tax.....	-	685,000	685,000	685,000
Charges for services.....	-	4,409,450	4,409,450	4,434,450
Penalties and interest on taxes.....	-	340,000	340,000	340,000
Payments in lieu of taxes.....	-	719,545	719,545	719,545
Licenses and permits.....	-	3,053,475	3,053,475	3,053,475
Fines and forfeitures.....	-	4,395,000	4,395,000	4,395,000
Intergovernmental.....	-	19,500,858	19,500,858	19,500,858
Departmental and other.....	-	577,000	577,000	577,000
Investment income.....	-	1,274,455	1,274,455	1,274,455
TOTAL REVENUES.....	-	185,714,531	185,714,531	185,739,531
EXPENDITURES:				
Current:				
General government.....	3,171,687	13,904,851	17,076,538	13,355,770
Public safety.....	1,200,879	32,297,027	33,497,906	35,545,655
Education.....	1,303,201	68,261,986	69,565,187	70,065,180
Public works.....	6,641,734	18,578,415	25,220,149	26,640,153
Human services.....	57,198	2,163,934	2,221,132	2,325,809
Leisure services.....	703,558	5,204,828	5,908,386	6,056,729
Pension benefits.....	-	11,651,618	11,651,618	11,651,618
Employee benefits.....	-	26,953,456	26,953,456	26,953,456
State and county charges.....	-	5,411,614	5,411,614	5,411,614
Debt service:				
Principal.....	-	8,367,309	8,367,309	8,232,309
Interest.....	-	4,210,185	4,210,185	4,104,338
TOTAL EXPENDITURES.....	13,078,257	197,005,223	210,083,480	210,342,631
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....	(13,078,257)	(11,290,692)	(24,368,949)	(24,603,100)
OTHER FINANCING SOURCES (USES):				
Transfers in.....	-	4,821,333	4,821,333	5,630,070
Transfers out.....	-	(38,060)	(38,060)	(47,282)
TOTAL OTHER FINANCING SOURCES (USES).....	-	4,783,273	4,783,273	5,582,788
NET CHANGE IN FUND BALANCE.....	(13,078,257)	(6,507,419)	(19,585,676)	(19,020,312)
BUDGETARY FUND BALANCE, Beginning of year.....	-	34,052,027	34,052,027	34,052,027
BUDGETARY FUND BALANCE, End of year.....	\$ (13,078,257)	\$ 27,544,608	\$ 14,466,351	\$ 15,031,715

See notes to required supplementary information.

Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
\$ 146,542,184	\$ -	\$ 804,175
5,027,901	-	6,162
788,531	-	103,531
5,006,364	-	571,914
494,311	-	154,311
1,021,504	-	301,959
3,227,512	-	174,037
4,518,301	-	123,301
18,362,464	-	(1,138,394)
599,320	-	22,320
942,808	-	(331,647)
186,531,200	-	791,669
9,730,373	2,101,536	1,523,861
34,348,558	692,404	504,693
68,853,356	1,189,707	22,117
17,219,253	9,193,428	227,472
2,283,624	11,364	30,821
4,649,840	1,369,452	37,437
11,416,914	-	234,704
24,714,243	177,716	2,061,497
5,493,891	-	(82,277)
8,232,309	-	-
4,020,451	-	83,887
190,962,812	14,735,607	4,644,212
(4,431,612)	(14,735,607)	5,435,881
5,630,070	-	-
(47,282)	-	-
5,582,788	-	-
1,151,176	(14,735,607)	5,435,881
34,052,027	-	-
\$ 35,203,203	\$ (14,735,607)	\$ 5,435,881

**Other Post-Employment Benefit Plan
Schedule of Funding Progress**

June 30, 2009

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
6/30/2006	\$ -	\$ 342,061,421	\$ 342,061,421	0%	\$ 114,641,067	33.51
6/30/2008	-	323,225,372	323,225,372	0%	120,097,413	37.16

See notes to required supplementary information.

Other Post-Employment Benefit Plan
Actuarial Methods and Assumptions

Actuarial Methods:

Valuation date	June 30, 2008
Actuarial cost method	Projected Unit Credit
Amortization method	Amortization payments increasing at 4.5%, open
Remaining amortization period	30 years as of June 30, 2008
Asset valuation method	Market value

Actuarial Assumptions:

Investment rate of return	5.25%, pay-as-you-go scenario
Medical/drug cost trend rate	10.0% graded to 5.0% over 5 years

Plan Membership:

Current retirees, beneficiaries, and dependents	1,523
Current active members	<u>1,444</u>
Total	<u><u>2,967</u></u>

See notes to required supplementary information.

NOTE A - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**A. Budgetary Information**

Municipal Law requires the Town to adopt a balanced budget that is approved at the Annual Town Meeting. The Advisory Committee presents an annual budget to Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. Expenditures are budgeted for each department by four major appropriation units, which are personal services, expenses, debt service and capital outlay that are mandated by Municipal Law. The Town Meeting, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Amendments to the originally adopted budget and transfers between departments require the approval of Town Meeting. Transfers between appropriation units within a department (except for the School Department and Library) require the approval of the Town Administrator, and are subject to certain restrictions that may require authorization from the Board and Advisory Committee. Expenditures within the appropriation of the School Department are not restricted. Transfers between Library appropriation units require the approval of the Board of Library Trustees.

The majority of appropriations are non-continuing which lapse at the end of each fiscal year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior fiscal year be carried forward and made available for spending in the current fiscal year. These carry forwards are included as part of the subsequent fiscal year's original budget.

Generally, expenditures may not exceed the legal level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the payment of debt service is statutorily required, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by two-thirds majority vote of Town Meeting.

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original fiscal year 2009 approved budget, including amounts carried forward from the prior fiscal years authorized approximately \$210,121,000 in appropriations and other amounts to be raised. During fiscal year 2009, Town Meeting approved appropriation increases totaling \$268,000.

The Office of the Comptroller has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the accounting system.

B. Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the fiscal year ended June 30, 2009, is presented below:

Excess of revenues and other financing sources (uses) over expenditures - budgetary basis.....	\$ 1,151,176
<u>Basis of accounting differences:</u>	
Recognition of expenditures on modified accrual basis.....	(15,761)
Net change in recording 60-day receipts accrual.....	87,995
Tax refunds payable.....	<u>923,000</u>
Excess of revenues and other financing sources (uses) over expenditures - GAAP basis.....	<u>\$ 2,146,410</u>

C. Appropriation Deficits

During fiscal year 2009, expenditures exceeded budgeted appropriations for state & county charges. This deficit will be funded through tax levy and available funds in fiscal year 2010.

NOTE B – OTHER POST-RETIREMENT BENEFITS

The Town of Brookline administers a single-employer defined benefit healthcare plan ("the Retiree Health Plan"). The plan provides lifetime healthcare, dental and life insurance for eligible retirees and their spouses through the Town's health insurance plan, which covers both active and retired members, including teachers.

The Town currently finances its other post-employment benefits (OPEB) on a pay-as-you-go basis. As a result, the funded ratio (actuarial value of assets expressed as a percentage of the actuarial accrued liability) is 0%. In accordance with Governmental Accounting Standards, the Town has recorded its OPEB cost equal to the actuarial determined annual required contribution (ARC) which includes the normal cost of providing benefits for the year and a component for the amortization of the total unfunded actuarial accrued liability of the plan.

The Schedule of Funding Progress presents multi-year trend information which compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

Projections of benefits for financial reporting purposes are based on the substantive plan and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.

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